



# WorkLifeMatters<sup>SM</sup>

An Overview for Employers



WorkLifeMatters, an Employee Assistance Program provides employers, their employees and their family members with support services for a variety of issues associated with daily living.

## Employer Services

Managing people can be challenging. Employers have unlimited telephonic assistance with topics such as  
\*Critical incidents \*Conflicts in the workplace \*Drug-free workplace \*Education and training \*Job stress  
\*Organizational development \*Team building

## Employee Support Services

The following confidential services are available to employees:

- Unlimited telephonic consultation with an EAP Counselor
- Referrals to local counselors - up to 3 sessions free of charge
- State of the art web site featuring over 3,400 helpful articles on topics like wellness, training courses, a legal and financial center and more!



A referral to a local counselor can assist with topics such as:

### Education

\*Finding a preschool \*College planning \*Financial aid resources

### Dependent Care

\*Adoption assistance \*Before/after school programs \*Day care \*Special needs care  
\*In-home services \*Senior housing options \*Parenting classes/support groups  
\*Respite care \*Elder care

### Lifestyle and Fitness Management

\*Nutrition and fitness \*Stress and overload \*Relationship issues \*Divorce and separation  
\*Health and wellbeing \*Grief and loss \*Relocation \*Career planning  
\*Balancing work and home life



### Legal & Financial

\*Budgeting \*Credit and collections \*Saving and investing \*Home buying  
\*Retirement planning \*Basic tax planning \*Immigration  
\*Personal/family legal service \*Will-making \*Legal forms \*Receive referrals to an attorney for a free 30 minute consultation and a 25% discount on legal fees if the attorney is retained to provide legal services.

### Pet Care

\*Choosing a veterinarian \*Training and discipline \*Boarding and in-home care



WorkLifeMatters<sup>SM</sup> is administered by Integrated Behavioral Health, an independent national employee assistance firm. To be eligible for the free visits with an EAP professional, an employee must be participating in one or more of The Guardian Life Insurance Company of America's (Guardian) group coverages and must receive a referral and prior authorization from IBH.

WorkLifeMatters<sup>SM</sup> Program services are provided by Integrated Behavioral Health, Inc., and its contractors. Guardian does not provide any part of WorkLifeMatters<sup>SM</sup> Program services. Guardian is not responsible or liable for care or advice given by any provider or resource under the program. This information is for illustrative purposes only. It is not a contract. Only the Administration Agreement can provide the actual terms, services, limitations and exclusions. Guardian and IBH reserve the right to discontinue the WorkLifeMatters<sup>SM</sup> Program at any time without notice. Legal services will not be provided in connection with or preparation for any action against Guardian, IBH, or your employer.

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[www.ibhworklife.com](http://www.ibhworklife.com)

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