



To: All CSC Faculty and Staff:

Connors State College is pleased to announce that ComPsych® is your new provider of expanded Employee Assistance Program (EAP) services as of **July 1, 2014**. Your GuidanceResources benefits will give you and your family members within your household confidential support, resources and information for personal and work-life issues. The base cost for these services are carried by the college.

Your GuidanceResources services include:

Employee Assistance Program (EAP) for Confidential Counseling

Life can be stressful. Your EAP is designed to provide short-term counseling services for you and your dependents to help you handle concerns constructively, before they become major issues. Call anytime about concerns such as marital, relationship and family problems; stress, anxiety and depression; grief and loss, job pressures and substance abuse.

Work-Life Solutions

Too much to do, and too little time to get it all done? The work-life specialists at ComPsych can do the research for you, and provide qualified referrals and customized resources for child and elder care, moving, pet care, college planning, home repair, buying a car, planning an event, selling a house and more.

Legal Support

With GuidanceResources, you have an attorney “on call” whenever you have questions about legal matters. Speak with on-staff licensed attorneys about legal concerns such as divorce, custody, adoption, real estate, debt and bankruptcy, landlord/tenant issues, civil and criminal actions and more. If you require representation, you can be referred to a qualified attorney for a free 30-minute consultation and a 25 percent reduction in customary legal fees.

Financial Information

Everyone has financial questions. With your GuidanceResources benefit, you can get answers to your questions about budgeting, debt management, tax issues and other money concerns from on-staff CPAs, Certified Financial Planners® and other financial experts, simply by calling your toll-free number.

Wellness

HealthyGuidance® helps you make positive lifestyle changes. You and your spouse or domestic partner can get the tools and support you need to make smarter decisions about your health.

GuidanceResources® Online

Go online to access timely, expert information on thousands of topics, including relationships, work, school, children, wellness, legal, financial and free time. You can search for qualified child and elder care, attorneys and financial planners as well as ask questions, take self-assessments and more.

GuidanceResources is available to you 24 hours a day, 7 days a week beginning July 1, 2014

There are two ways to access your GuidanceResources benefits:

1. Call **800.272.7255**. You'll speak to a counseling professional who will listen to your concerns and can guide you to the appropriate services you require.
2. Or visit GuidanceResources Online at www.guidanceresources.com
 - Go to www.guidanceresources.com to reach the website, click the link for **I am a first time user**
 - Enter “CSC” as your Organization Web ID, you will then be able to create a user ID and password



Call ComPsych® GuidanceResources® anytime for confidential assistance.

Call: **800.272.7255**
Go online: guidanceresources.com

TDD: 800.697.0353
Your company Web ID: **CSC**



Personal issues, planning for life events or simply managing daily life can affect your work, health and family. ComPsych® GuidanceResources® provides support, resources and information for personal and work-life issues. GuidanceResources is company-sponsored, confidential and provided at no charge to you and your dependents. This flyer explains how GuidanceResources can help you and your family deal with everyday challenges.

Confidential Counseling

Someone to talk to.

This no-cost counseling service helps you address stress, relationship and other personal issues you and your family may face. It is staffed by GuidanceConsultantsSM—highly trained master’s and doctoral level clinicians who will listen to your concerns and quickly refer you to in-person counseling and other resources for:

- › Stress, anxiety and depression
- › Job pressures
- › Relationship/marital conflicts
- › Grief and loss
- › Problems with children
- › Substance abuse

Financial Information and Resources

Discover your best options.

Speak by phone with our Certified Public Accountants and Certified Financial Planners on a wide range of financial issues, including:

- › Getting out of debt
- › Retirement planning
- › Credit card or loan problems
- › Estate planning
- › Tax questions
- › Saving for college

Legal Support and Resources

Expert info when you need it.

Talk to our attorneys by phone. If you require representation, we’ll refer you to a qualified attorney in your area for a free 30-minute consultation with a 25% reduction in customary legal fees thereafter. Call about:

- › Divorce and family law
- › Real estate transactions
- › Debt and bankruptcy
- › Civil and criminal actions
- › Landlord/tenant issues
- › Contracts

Work-Life Solutions

Delegate your “to-do” list.

Our Work-Life specialists will do the research for you, providing qualified referrals and customized resources for:

- › Child and elder care
- › College planning
- › Moving and relocation
- › Pet care
- › Making major purchases
- › Home repair

Health Coaching

Have you put your health on hold?

Are there changes that you want to make?

Health Coaching is a service provided by your employer at no cost. You can work with your own certified health coach over the phone to set goals and create a healthy lifestyle plan. Everyone has different health issues, which is why our health coaching is personalized to meet your needs. Our coaches will work with you on any of the following areas:

- › Smoking
- › Healthy eating
- › Exercise
- › Stress
- › Weight management
- › Blood pressure
- › High cholesterol
- › Sleep

GuidanceResources® Online

Knowledge at your fingertips.

GuidanceResources Online is your one stop for expert information on the issues that matter most to you...relationships, work, school, children, wellness, legal, financial, free time and more.

- › Timely articles, HelpSheetsSM, tutorials, streaming videos and self-assessments
- › “Ask the Expert” personal responses to your questions
- › Child care, elder care, attorney and financial planner searches

Just call or click to access your services.

Your ComPsych® GuidanceResources® Program

CALL ANYTIME

Call: **800.272.7255**

TDD: 800.697.0353

Online: guidanceresources.com

Your company Web ID: **CSC**