

# Your Employee Assistance Program Benefits

## ComPsych EAP

### ID Cards

No ID card is needed to access your EAP benefits. When you call ComPsych's Employee Assistance Program (EAP), simply give them your name, birthdate, and confirm the employer you work for.

### Provider Network

The EAP contracts with assessment counselors all over the United States, and has in-house attorneys, financial consultants, and work-life experts available to speak with you over the phone.

### EAP on the Web

Find hundreds of topics including health & wellness, family & relationships, work & education, financial, money & investments, consumer & leisure, home & auto and more! It's at [www.guidanceresources.com](http://www.guidanceresources.com).

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First time? Choose "first time user" and under "Organization Web ID" enter **trusteap71**.

### EAP Coverage

The employee, any dependents, and any individual living in your household are eligible for these benefits, at no cost to you. These individuals do not need to be covered on any health insurance you have to be covered by your EAP. ComPsych guidance counselors are available 24 hours a day, 7 days a week.

#### Counseling

A limited number of free one-on-one (in person) visits are available with an EAP assessment counselor. In the event that longer term counseling is needed, the EAP counselor may decide a referral for ongoing therapy would be beneficial. You can receive ongoing therapy with your EAP assessment counselor, or an outside professional or community agency.

Once your free visits have been exhausted and a referral is in place, this will be billed to your medical insurance/your responsibility to pay. Check with your health insurance plan for benefits and covered providers.

#### Family Source

A work-life expert can help with the challenges of trying to balance the many demands of work and life. This service provides information and referrals in areas like child care, adoption, elder care, education, pet care and concierge services. If you need help finding something - ask Family Source.

#### Financial Assistance

The EAP's in-house staff of financial experts cover a broad range of personal financial issues, assisting members with financial worries and planning.

#### Legal Questions

Your EAP provides you with free access to legal assistance for any non-employment related reason. Your phone consultation is typically limited to 20 minutes, however the number of calls is not limited. If representation is required, you will be referred to a local attorney for a free 30-minute in-person consultation and a 25% discount on customary fees thereafter.



### Questions?

If you have questions about your EAP, check with your employer's Human Resources Department or contact AWC Trust staff at 1-800-562-8981.

ComPsych EAP: 1-800-570-9315