



# Employee Assistance Program (EAP)

## The Liberty Health Ability Assist EAP Program

Life presents opportunities and challenges. The LibertyHealth Ability Assist EAP program, offered through Guidance Resources, helps you and your family cope with life, from the every day to the unexpected. Whether managing everyday issues such as job pressures, relationships, retirement planning, or finding child care, or faced with grief, loss, or the impact of a disability, Ability Assist is your resource for professional support. **You and your family, including your spouse and dependents, have access to Ability Assist with no copayments or additional premium costs to you.** Use of these services is completely confidential. LibertyHealth is not given personal information about who has used the service without written consent, except where required by law.

### Getting Help: On The Phone

- Counselors are available for assessment and consultations 24/7, 365 days a year through a toll-free number.
- Initial telephone assessment of concerns and reference to resources and in-person providers as needed.
- Simply call **1-800-964-3577**

### Getting Help: Face-to-Face Counseling

Ability Assist includes up to five face-to-face confidential sessions (or equivalent professional time) per year.

- You can access **emotional and work-life** counseling for a wide range of topics, such as stress, family or marital conflicts, major life changes, depression, effective parenting, chronic illness, and child and elder care.
- You can get help for **legal** concerns including buying a home, divorce, or adoption.
- **Financial planning** is available to you for retirement planning, budgets, saving for college, debt and more.

### Getting Help: Online

GuidanceResources Online provides expert information, resources, referrals and answers to everyday questions.

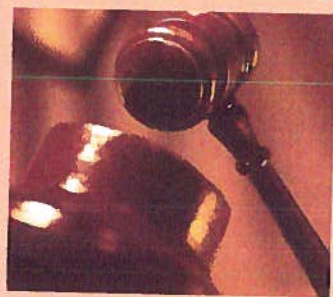
- Chat sessions with expert moderators.
- Access to research on hundreds of personal health topics, and search tools for childcare, elder care, schools, attorneys or financial planners.
- As a first time user, visit [www.guidanceresources.com](http://www.guidanceresources.com) and follow the directions at left.

When you visit [www.guidanceresources.com](http://www.guidanceresources.com) as a first time user, you will be asked to provide the following information on the profile page:

Company/Organization ID:  
**HLF902**

Create your own confidential  
**User Name and Password**

At the bottom of the  
Personalization page, enter  
the Company name:  
**abill**



# Legal Plan

All eligible employees have the option to enroll in a legal benefit program through H.E.L.P. Legal Plans. This voluntary plan provides employees with unlimited access to private, partner-level attorneys who will provide you and your family with quality legal assistance at no direct cost (other than your per pay contribution). H.E.L.P. is accessible during week-day and weekend hours, as well as for 24-hour emergency assistance.

Some of the most popular uses of H.E.L.P. include the following: Review and amendment of real estate contracts; Negotiation of leases between landlord/tenant; Assistance for assorted children school disputes; Advice on responsibilities as Power of Attorney; Negotiation for personal injury issues and claims; Advice on handling traffic and DUI violations; Assistance with recoveries of security deposits; Preparation of Living Will and Power of Attorney; Negotiation of credit card repayment plans; Review of mortgage refinancing documents and more.

The only time you pay attorney fees is for additional services such as Litigation/Appearances or Estate Planning exceeding \$3.5 million dollars, but you will always receive at least a 25% discount off of the attorney's fees. H.E.L.P. may never be utilized in any matter involving your employer, any subsidiaries, their employees, or for any matter for which you are presently, or already have been, represented by an attorney. Please call 1-888-667-6150 with any questions, and a H.E.L.P. Advocate will gladly assist with any inquiries or issues that may arise.