

Employee Assistance Summary of Services



ASSISTANCE
by **bhs**

What is an EAP?

Your Employee Assistance Program (EAP) provides you and your household members with free, confidential assistance to help with personal or professional problems that may interfere with work or family responsibilities.

What Happens When You Call the EAP?

A Care Coordinator will confidentially assess the problem, assist with any emergencies and connect you to the appropriate resources. The Care Coordinator may resolve your need within the initial call; assess your need as a short-term issue, which can be resolved by an EAP counselor within the available sessions; assess your need as requiring long-term care and assist with connecting you to a community resource or treatment provider available through your health insurance plan.*

Common Reasons to Call Your EAP

Relationships	Transitions	Risks	Challenges
Spouse/Kids	Marriage/Divorce	Depression/ Anxiety	Stress/ Conflict
Boss/ Co-worker	Birth/Death	Suicidal thoughts	Financial/Legal
Customers	Promotion/ Retirement	Burnout/Anger	Parenting/ Balance
Friends	Health/ Illness	Substance abuse	Daily responsibilities

Program Features:

- Services are available 24-hours a day, 7-days a week via a toll-free number.
- This program is a FREE* benefit provided and paid for by your employer.
- BHS adheres to federal and state privacy laws and holds client information in the strictest of confidence. Information about a client's problem cannot be released without the written permission of that individual.

Contact Your EAP

Help is just a phone call away.
Simply call BHS' toll-free number.

800-327-2251

MyBHS Portal

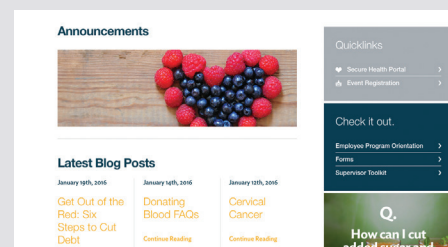
MyBHS Portal contains a variety of resources to help improve your overall wellbeing, including articles, videos, health assessments, quizzes and interactive tools.

You can view program announcements, access Live Chat, read monthly newsletters and tip sheets, register for events, participate in regularly scheduled webcasts and more.

1. Visit portal.BHSONline.com.

2. Enter MyBHS username **AACPS** and click the "Login Now" button.

3. Browse through resources including articles, videos, health assessment tools, quizzes and interactive tools.



* If you require a referral for long-term treatment, costs may be incurred. These are often covered by your health insurance plan.

Work-Life Services



BHS provides up-to-date, carefully screened, national resources and referrals for a range of childcare needs including:

- Adoption and Special Needs
- Before and After School Programs
- Emergency and Back-Up Care
- Family Daycare and Group Homes
- Nanny and Au Pair Services
- Nurseries and Preschools
- Summer Camps



BHS provides up-to-date, national resources and referrals for a range of eldercare needs including:

- Home-Based Services: Nutrition, Meals on Wheels, Cleaning and Repair
- Housing: Retirement Communities, Subsidized Housing
- In-Home Care: Medical and Nursing Rehabilitation Services
- Inpatient Services: Nursing Homes, Intermediate Care Facilities, Respite Care and Assisted Living Facilities
- Older Adult Services: Support/ Advocacy Groups, Volunteer Opportunities and Adult Day Care
- Transportation Services



When faced with a legal matter, simply contact BHS and you will be connected to an attorney with expertise specific to your needs. **Legal benefits under the program include:***

- Free 30-minute consultations
- In office or telephonic with local plan providers
- 25 percent off the attorney's hourly rate when an hourly rate is quoted for services beyond consultation
- Each consultation must be over a new legal topic
- Document review up to six pages
- Simple dispute resolution call or letter

* Limitations and exclusions apply. This benefit summary is intended only to highlight benefits and should not be relied upon to fully determine coverage. EAP legal services are administered by Legal Access Plans, L.L.C. Home Office: 5850 San Felipe, Suite 600, Houston, TX.



The EAP provides unlimited telephonic financial consultation, information and education to you and your household members per problem, per year. Should you or your household member need further financial consultation, you will be connected to a local advisor and/ or community resource at a discounted rate. **Typical financial matters include:**

- Budgeting
- College Funding
- Credit Counseling
- Debt Management and Consolidation
- Retirement Funding
- Tax Planning and Preparation



Well-Being Coaches are available to discuss your health and wellness needs, answer general wellness questions, provide preventive health coaching and assist you with locating appropriate health resources in the following areas:

- Complimentary Care (Yoga, Chiropractic, etc.)
- Building Healthy Relationships
- Career Development
- Emotional Well-Being
- Fitness and Exercise
- Healthy Eating and Nutrition
- Healthy Lifestyles
- Reducing Disease Risk Factors
- Stress Management
- Tobacco Cessation
- Weight Loss/Management
- Work/Life Balance

Locator Services



BHS shall provide participants with a resource that allows for searches to be performed based on specific requirements regarding child and eldercare needs. This resource is available through the MyBHS portal.



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