



Employee Assistance Program (EAP) and Work-Life Services



Life made easier

Alcorn State University recognizes that life can get hectic. That's why ASU provides EAP and Work-Life Services at no cost to you or members of your household.

- To make your life easier
- To save you time
- To provide support when things are difficult



What's on your mind?

RELATIONSHIP ISSUES	Marital/partner relationships	Loneliness	Intimacy problems	Dealing with conflict	Physical and/or emotional abuse
CHILDCARE	Adoption, pregnancy, and infertility	Childcare and back-up care	Infant and toddler options	Special-needs care	Summer care services
EMOTIONAL WELL-BEING	Depression	Stress and anxiety	Addictions	Eating and weight-related issues	Grief and loss
ADULT CARE	Finding services and care for older adults	Housing options	Caregiving issues	Helping from a distance	Adjusting to retirement
WORKPLACE CHALLENGES	Working successfully with others	Communicating with your boss	Career development	Avoiding burnout	Dealing with stress
PARENTING	Discipline techniques	Talking with your teen	Developmental milestones	Children with special needs	Behavioral norms

What's on your mind?

MANAGER RESOURCES	Helping employees	Organizational changes	Managing diversity	Leadership skills	Effective communication
EVERYDAY ISSUES	Consumer education	Moving and relocation	Home ownership	Recreational activities	Pet care
LEGAL AND FINANCIAL CONCERNS	Retirement planning	Budget and credit management	Resolving legal problems	Coping with financial issues	Avoiding fraud
EDUCATION	K to 12	Colleges and universities	Financing	GED/vocational	Tutors and test prep
HEALTH AND WELLNESS	Stress reduction	Exercise and preventative health	Nutrition	Mind/body balance	Women's and children's health
COMMUNITY RESOURCES	Red Cross	Houses of worship	Community centers	Hospitals	Domestic violence shelters

What is EAP?

- Short-term in-person, telephonic, and/or video-based counseling for issues such as relationships, educational challenges, grief and loss, parenting, and many other concerns
- Assessment and referral for longer-term issues
- Educational materials and website
- Referrals to your other benefits as appropriate
- Referrals to community resources



*Unless disclosure is required by applicable state or federal law.

Privacy and confidentiality

- EAP professionals are bound by confidentiality laws and professional ethics
- Confidentiality exceptions:
 - Serious threats to health or safety of self or others
 - Suspected child abuse
- Services offered at off-site locations for more privacy
- Personal information about you and your household members remains confidential according to all applicable state and federal laws, unless **disclosure is required by such laws.**

Legal and Financial services

- Free 30-minute consultations with attorneys and financial professionals, with 25 percent off additional legal and tax preparation services, if needed
- Covered issues* include credit and debt, divorce, child custody, tax issues, adoption, landlord-tenant disputes, wills and trusts, estate planning, real estate, ID theft, etc.
- Online tools, including wills, calculators, and more



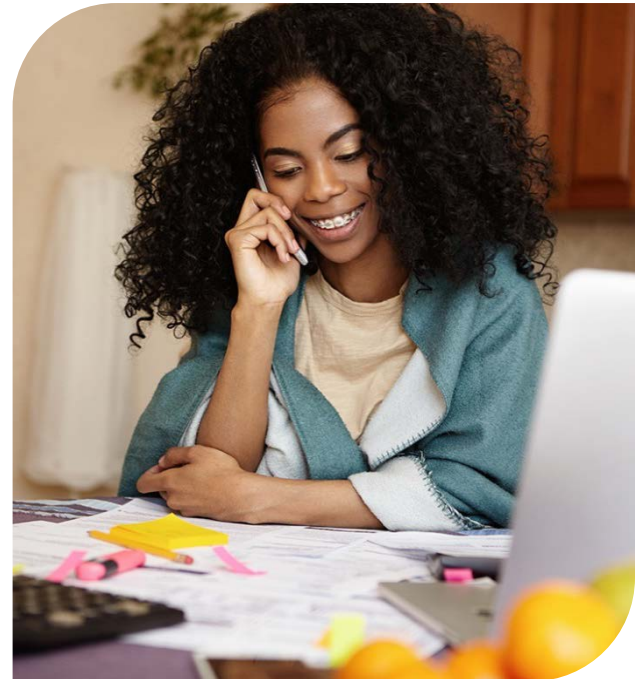
*Issues not covered: employment issues, second opinions, third-party callers, and investment advice.

What is Work-Life Services?

Work-Life offers research and referrals for services and resources that help with childcare, adult care, and everyday needs, like education, adoption, moving, home repairs, pet care, travel, etc.

When you call, a Work-Life specialist:

- Assesses your needs
- Provides appropriate guidance
- **Educates about care/service options**
- Researches service providers that match your needs
- **Conducts vacancy checks**
- Sends packet with referrals and educational materials



What is Work-Life not able to help with?



LifeCoach

- Personalized, holistic program that can help you identify and achieve your personal and professional goals:
 - Career satisfaction
 - Stress management
 - Work-life balance
 - Parenting
 - Relationships
 - And much more!
- Fitting LifeCoach into your life is easy
 - Set your own goals and timeline
 - **Connect by phone, email, and online chat**
 - Overcome challenges with scientifically proven techniques



Accessing services

Free and confidential assistance is available
24 hours a day, seven days a week,
with one toll-free number

1-866-440-6556

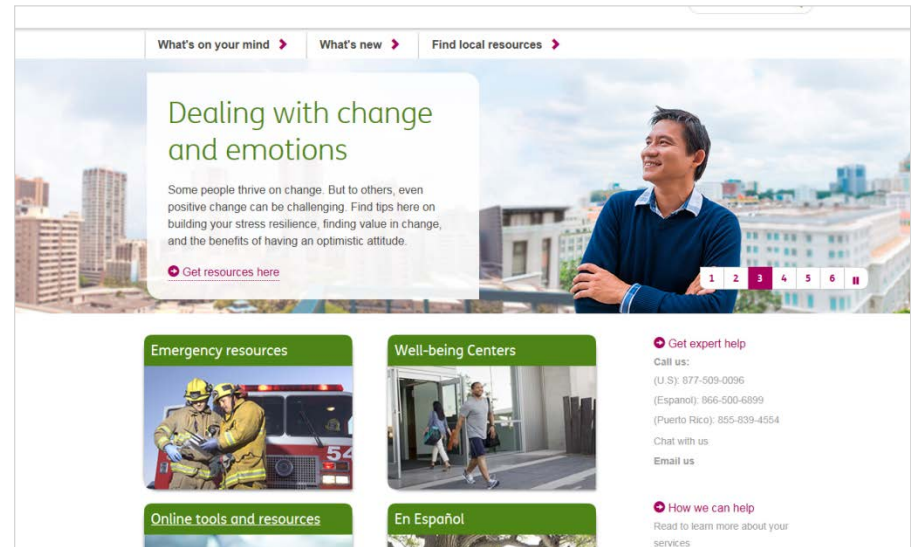
EAP

Work-Life

Legal and
Financial

Online services

- Articles, webinars, videos, and podcasts
- Financial calculators, self-assessments, quizzes, and legal forms
- Resource guides, such as *Improving Your Financial Wellness*
- Guided custom searches for local Work-Life providers
- Mobile friendly (responsive design)



Life made easier

We're here 24 hours a day, seven days a week, so call anytime.

For free and confidential assistance, call

1-866-440-6556

TTY: 800.256.1604

or visit us at

[Humana.com/eap](https://www.humana.com/eap)

Username: alcorn

Password: alcorn

Services provided by Humana EAP and Work-Life Services.

Personal information about participants and members of their households remains confidential according to all applicable state and federal laws, unless disclosure is required by such laws.