

## WorkLifeMatters<sup>SM</sup>



# Your Confidential Employee Assistance Program

Balancing your work and home is not always easy. With **WorkLifeMatters<sup>SM</sup>**, your confidential employee assistance program through **Guardian** and **Integrated Behavioral Health (IBH)**, you don't have to face life's challenges alone. WorkLifeMatters provides support and guidance for matters that range from personal issues you might be facing, to providing information on everyday topics that affect your life.

### WorkLifeMatters<sup>SM</sup> can offer support with:

#### Education

- Admissions testing & procedures
- Adult re-entry programs
- College planning
- Financial aid resources

#### Dependent Care & Care Giving

- Adoption assistance
- Before/after school programs
- Day care & elder care
- In-home services
- Parenting support
- Senior housing options
- Special needs care

#### Legal & Financial

- Basic tax planning
- Credit & debt
- Immigration
- Legal forms and will making
- Personal legal
- Retirement planning

#### Working Smarter

- Balancing work and home life
- Career & training development
- Effective managing
- Relocation
- Workspace diversity

#### Lifestyle & Fitness Management

- Anxiety and depression
- Divorce and separation
- Relationship issues
- Drugs and alcohol
- Health and well-being
- Grief & loss
- Pet care



GUARDIAN<sup>®</sup>

The Guardian Life Insurance Company of America  
7 Hanover Square, New York, NY 10004

## Support and guidance are just a phone call away

You have unlimited access to consult with a professional counselor via telephone. Face-to-face counseling sessions are available, if needed, with an IBH network provider — and up to three sessions are free of charge as part of **WorkLifeMatters<sup>SM</sup>**.

For legal and financial topics, you are eligible to receive a free initial 30 minute office or telephone consultation with an attorney or seasoned financial professional and certified public accountant (CPA). Local referrals are available for more complex legal or financial issues for a fee.

A variety of training resources — webinars, video and PowerPoint presentations — are also available to help you manage your quality of life.

**Connect to a counselor for free support services:  
1-800-386-7055 (Available 24 hours a day, 7 days a week)  
Visit [www.ibhworklife.com](http://www.ibhworklife.com) (User name: Matters Password: wlm70101)**

WorkLifeMatters<sup>SM</sup> Program services are provided by Integrated Behavioral Health, Inc., and its contractors. Guardian does not provide any part of WorkLifeMatters program services. Guardian is not responsible or liable for care or advice given by any provider or resource under the program. This information is for illustrative purposes only. It is not a contract. Only the Administration Agreement can provide the actual terms, services, limitations and exclusions. Guardian and IBH reserve the right to discontinue the WorkLifeMatters program at any time without notice. Legal services provided through WorkLifeMatters will not be provided in connection with or preparation for any action against Guardian, IBH, or your employer.  
2014-7557 Exp 6/16 Pub 3525 (6/14)

**WorkLifeMatters<sup>SM</sup>**

Your Employee Assistance Program through  
The Guardian Life Insurance Company of  
America and Integrated Behavioral Health

**1-800-386-7055**

**[www.ibhworklife.com](http://www.ibhworklife.com)**

User name: Matters  
Password: wlm70101

9am-8pm, M-F (EST)  
Emergency access 24/7



GUARDIAN®



GUARDIAN® and the GUARDIAN G® logo are registered service marks of The Guardian Life Insurance Company of America and are used with express permission.

Cut here and save this convenient card for WorkLifeMatters