Linda Amidon

From: Travis Gregory
Sent: Tuesday, August 04, 2009 11:46 AM
To: All Users
Subject: New Employee Assistance Program!
Attachments: EAP Flyer.pdf

IVC Team,

It's with great pleasure that I send this initial communiqué about the district's recently approved Employee Assistance Program (EAP). There are numerous benefits to this program and all regular active employees are covered (along with members of their immediate family and household) for three free visits, per issue, per year. There are several local counselors and employees don't even have to make a co-pay. There is a website, 24 hour hotline, and a wide variety of topics that you can get confidential assistance with for free (i.e. relationships, financial, legal, grief/loss, etc.).

The details of our new EAP will be available on August 21, 2009 at orientation along with a presentation by an EAP provider on "Change in the Workplace". In the meantime, attached is a flier which gives an overview of the program benefits, the toll free number (**1-866-248-4094**) and our website login information (https://www.liveandworkwell.com access code: **imperial** then the option to create a user name).

As the HR department begins absorbing benefits coordination next month, you will receive additional EAP updates and information.

Please feel free to immediately begin using this program and the incredible resources now available to you and your loved ones. A special thanks to our Board of Trustees and Dr. Gould for their assistance in getting us to this point!

Regards,

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Your Employee Assistance Program

Imperial Valley College Employees

The challenges you face each day can overwhelm you. Your home life, your happiness and your performance at work all can suffer.

We can help. Your Employee Assistance Program (EAP) provides confidential support for those everyday challenges, and for more serious problems. It's available around the clock anytime you need it.

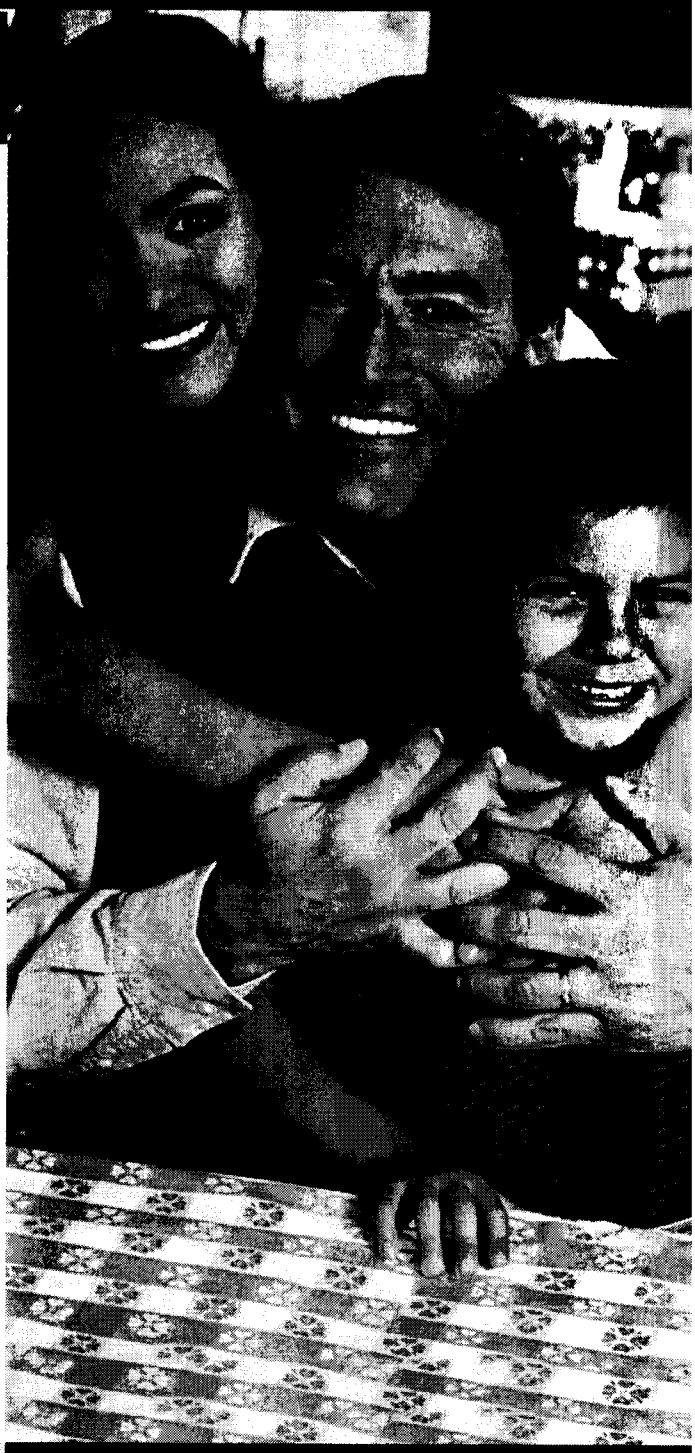
What Can My EAP Do For Me?

You may be struggling with stress at work, seeking financial or legal advice, or coping with the death of a loved one. Maybe you just want to strengthen your relationships with your family. Your EAP offers assistance and support for all these concerns and more:

- Depression, anxiety and stress
- Substance abuse
- Workplace problems or conflicts
- Parenting and family issues
- Child and elder care

From short-term counseling services and referrals to more extended care, your EAP offers just what you need. To find out more, give us a call or visit www.liveandworkwell.

(See the back of this flyer for more details.)



Call toll-free:

(866) 248-4094

(866) 216-9926 TDD/TTY

or log on to

www.liveandworkwell.com

access code: imperial

We're here to help you and your family with a wide range of personal and work-related needs.

UNITED BEHAVIORAL HEALTH

Your Employee Assistance Program

Imperial Valley College Employees

How Does It Work?

Accessing your EAP is easy and available 24 hours a day. Simply call the toll-free number on this flyer. A specialist will help you identify the nature of your problem and the appropriate resources to address it. If you need financial or legal services, we will refer you to an expert in that field. If you want to see a clinician, we'll match you with one in our network who has the appropriate experience to help.

Connecting Online

For 24-hour, confidential access to your EAP benefits and tools to help you enhance your work, health and life, simply visit liveandworkwell.com. You can check your benefit information and submit online requests for services, search our online directory of clinicians, access information and resources for hundreds of everyday work and life issues in one of our many virtual help centers, and participate in interactive, customizable self-improvement programs. Any member of your household may access these online services, including dependents living away from home.

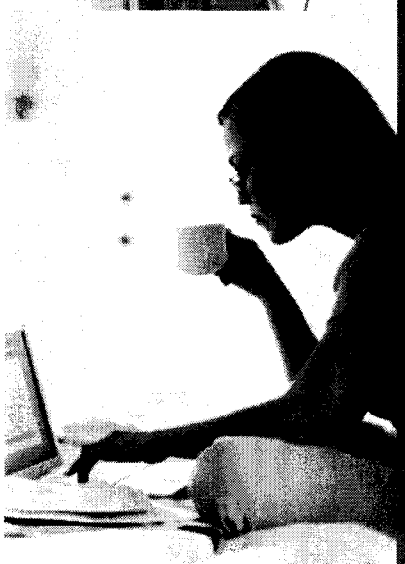
How Much Will This Benefit Cost?

There's no charge for referrals, or for seeing a clinician in our network. There's no cost for initial consultation with financial or legal experts, or mediators. Subsequent legal assistance is available at a 25 percent discount. Access to liveandworkwell.com is always free. For more information, please refer to your employer-provided benefit information.

Are Services Confidential?

We'll never share your personal records with your employer or anyone else without your permission. All records, including medical information, referrals and evaluations, are kept strictly confidential in accordance with federal and state laws.

In an emergency, the first concern is your health.
Call 911 or get to an emergency room as soon as possible.



Free.

Confidential.

All day, every day.

Your Employee Assistance Program

Call anytime for help with the demands of everyday life.

UNITED BEHAVIORAL HEALTH

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