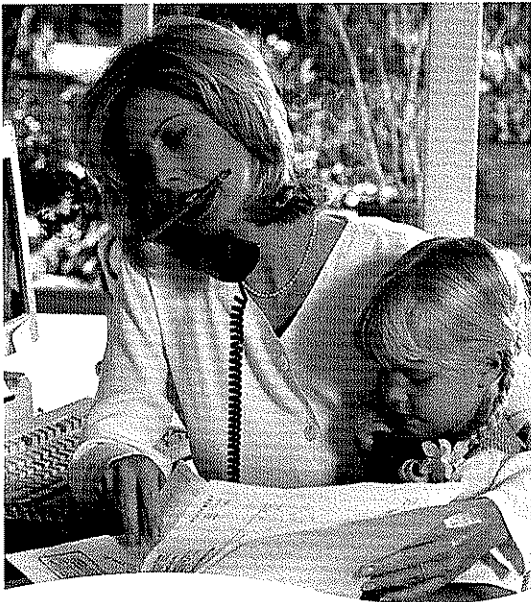


# Life can pull you in many directions. Find your balance.



When you have questions, concerns or emotional issues surrounding either your personal or work life, there are resources that can help you. Through your employer's work-life balance employee assistance program (EAP), you have unlimited access to consultants by telephone, online resources and tools as well as up to three face-to-face visits per issue for short term problem resolution.

Your well-being, productiveness and happiness depend on balancing life at home and your life at work. It's difficult to be on task in the office or on the job if you're worried about problems at home; and you can't devote sufficient time to yourself and your family if you're feeling overwhelmed by the demands of your job.

## Help for personal challenges, big and small

Personal problems can occur unexpectedly, and unnecessary worrying can affect your health and your professional life. Ease the stress of any uncomfortable situation by calling our team of consultants when you or your family members need confidential\* information to:

- Locate schools, child care and elder care services and obtain matches to the appropriate provider based on your (or your family's) preferences and criteria (the consultant will even confirm space availability).
- Speak with financial experts by phone regarding issues such as budgeting, controlling debt, teaching children to manage money, investing for college and preparing for retirement.
- Work through complex, sensitive issues such as personal or work relationships, depression and substance abuse.
- Get advice on how to deal with a conflict between you and a co-worker.
- Get a referral to a local attorney for a free, 30-minute legal consultation. You'll have access to an attorney for state-specific legal information and services. This includes a free 30-minute telephonic or in-person legal consultation (if you decide to retain the attorney, you may be eligible to receive a 25% discount on additional services).

You also have unlimited website access at [www.lifebalance.net](http://www.lifebalance.net) where you can:

- read books, life articles, and guides;
- view videos and listen to audio files online;
- subscribe to customized e-mail newsletters;
- find information through bulletin boards on parenting, retirement, finances, education and more;
- use health management online calculators and other tools to help you with topics such as losing weight or starting a new exercise program;
- access links to other informative websites;
- use school, camp, elder care and child care locators;
- work with dozens of interactive financial and health calculators; and
- read quick tips, retirement planners, worksheets and more.

**A satisfaction survey of employees who used work-life balance EAP shows more than 76% reported less stress.<sup>1</sup>**

With your employer's work-life balance EAP, you have confidential,\* experienced guidance available anytime you need help solving problems quickly and efficiently.

## Guidance for work-related conflicts

If you're a manager and recognize issues with your staff such as an employee who's feeling overwhelmed by his or her workload, you have unlimited access to guidance from a team of master's-level consultation experts. Call the toll-free work-life balance EAP number to:

- have a confidential sounding board and objective view;
- work on communication and problem-solving skills; and
- learn techniques to stay productive and motivated.

Supervisors or those who want to become one can visit the website at [www.lifebalance.net](http://www.lifebalance.net) and get information on managing through online access to:

- e-mail management newsletters;
- recommended reading lists on management;
- self-assessment tools to be a better manager;
- monthly management quick tips.

Balance is only a call or a click away:

1-800-854-1446, English

1-877-858-2147, Spanish

1-800-999-3004, TTY/TDD

[www.lifebalance.net](http://www.lifebalance.net) (user ID and password: *lifebalance*)

Your human resources department can give you a wallet card with contact details. You can also visit [www.unumprovident.com/worklifebalance](http://www.unumprovident.com/worklifebalance) for more information.

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\* The consultants must abide by federal regulations regarding duty to warn of harm to self or others. In these instances the consultant may be mandated to report a situation to the appropriate authority.

<sup>1</sup> Performance Dashboard survey, UnumProvident Group LTD and Life, Ceridian Corporation, January 1 to September 30, 2006.

Work-life balance employee assistance program services are provided by Ceridian Corporation. These services are available with selected UnumProvident insurance offerings. Exclusions, limitations and prior notice requirements may apply, and service features, terms and eligibility criteria are subject to change. The services are not valid after termination of coverage and may be withdrawn at any time. Please contact your UnumProvident representative for full details.