

BalancedLiving

2019 Monthly Webinar Calendar

Each month, IBH features a 45 to 50 minute recorded webinar with a subject matter expert. Webinars are featured on your Personal Advantage homepage. You can login to your account at any time during the month the webinar is featured to view and submit questions.

MONTH	TOPIC	DESCRIPTION
JAN	Do Your Bucket List	Whether it's running an iron man, meeting somebody, or losing ten pounds, we all have that next thing we want to accomplish in life. Get inspired and get practical with these seven strategies to increase your focus on that next bucket list item.
FEB	Tax Saving Strategies	Review step-by-step the different sections of the 1040 and how you can maximize savings. What is the difference between a tax deduction and a credit? How can I minimize taxes? Give yourself a raise! Learn more about smart tax planning.
MAR	Resilience in Times of Change	In this webinar, participants will: explore the impact of change on individuals and organizations, define the concept of resilience and how it's essential to cope with change, and learn the skills necessary to foster resilience and make healthy transitions.
APR	Clear Your Clutter: A Comprehensive Guide	Learning how to approach clearing the clutter can feel daunting. This webinar will offer specific, strategic ways to approach clearing it and staying organized! We'll go room-by-room to help you have an organized and restful home.
MAY	Letting Your Emotions Interfere with Eating	Learn how to identify when you are eating emotionally and what your triggers may be. Learn how not to use food to fulfill an emotional void in this engaging, introspective webinar.
JUN	Master Your Mind: Emotional and Physical Health Connections	This session provides strategies that employ the mind to lessen chronic pain, reduce depression associated with physical ailments, improve health outcomes, and more.
JUL	Uncovering Unconscious Beliefs	During this session, we'll show you how to tune in and bring these unconscious beliefs to the surface so that they don't get in your way. Awareness is key to setting yourself up for success.
AUG	Mastering the Business of Workplace Etiquette	It's very difficult to succeed without a certain awareness of etiquette in the workplace. During this lively session, we will identify common pitfalls and show you how to avoid them. We will also review strategies to help you shine and leave a lasting impression.
SEP	Funding College: 5 Steps Every Family Can Use to Build a Successful Plan	In this terrific webinar, college expert Dan Bisig will share five steps every family can use to build their funding plan. Dan will share the most popular funding options available so that parents are equipped to have the "money talk" with their children.
OCT	5 Strategies to Actually Enjoy the Holidays This Year	This webinar will share five tips to actually enjoy the holidays this year and will guide you in creating a customized plan to apply them to your personal holiday situation. Let the festivities begin!
NOV	Money is Emotional: Prevent Your Heart from Hijacking Your Wallet	Participants will learn how to navigate emotional money situations with purpose and confidence, so you can ensure that your heart won't hijack your wallet.
DEC	Putting Out the Fire: Preventing and Managing Burnout	Research suggests that up to two-thirds of American employees experience some degree of burnout. Burnout impacts productivity, morale, and financial and legal bottom lines due to the health-related costs of burnout.

TOLL FREE: 800.386.7055

WEBSITE: www.IBHWorkLife.com

USERNAME: Matters

PASSWORD: WLM70101

IBHWorkLife.com | 800.386.7055





Employee Assistance Program Overview

Our comprehensive WorkLifeMatters Employee Assistance Program¹, available through Integrated Behavioral Health, provides you and your family members with confidential, personal and web-based support on a wide variety of important and relevant topics — such as stress management, dependent/elder care, nutrition, fitness, and legal and financial issues.

Employee assistance program (EAP) consultative services

- **Telephonic Counseling** — Unlimited, 24/7 consultations with master's and doctoral-level counselors
- **Face-to-face Counseling** — Up to 3 visits per employee/household member per year
- **Bereavement** — Support available through telephonic or face-to-face sessions; online resources available on EAP website
- **Tobacco Cessation Coaching** — Unlimited telephonic support and resources to assist with tobacco cessation; refers members directly to the American Lung Association's Quit program
- **EAP Website Resources** — Comprehensive website that includes articles, videos, FAQs, etc.; additionally, individuals can chat online with an EAP Consultant or email an EAP Counselor through the website
- **College Planning Resources** — Expert assistance in finding the right college that fits your child academically, socially and financially, provided by College Planning USA

Work/life assistance & resources

- **WorkLife Services** — Unlimited 24/7 access to WorkLife Specialists (subject matter experts) in the areas of: family and care giving, health and wellness, emotional well-being, daily living, and balancing work/life responsibilities
- **Child and Elder Care Referral** — Unlimited telephonic consultation with a WorkLife Specialist (part of WorkLife Services)
- **Employee Discounts** — Access to discounts on a large number of products and services, from gym memberships to dental, vision and pharmacy items, entertainment, restaurants, computers, cars, and much more
- **Webinars, Podcasts, Articles and FAQs** — Various topics available on the EAP website

Legal/financial assistance & resources

- **Legal Consultation** — Unlimited telephonic support and free initial 30 minute face-to-face consultation with an attorney, includes a 25% discount on attorney services thereafter; online legal forms; extensive online law library
- **Financial Consultation** — Unlimited telephonic support for financial problems or planning needs; 30 days of financial coaching; extensive online financial library and calculators
- **ID Theft** — Free consultation with a trained Fraud Resolution Specialist that will assist with ID theft resolution and education; ID theft educational materials available online
- **Will Prep** — Online self-service documents available on EAP website; 30 minute consultation (part of Legal Consultation offering) can be used for estate planning/will preparation
- **Legal Document Preparation** — Online self-service documents available on the EAP website
- **Tax Consultation** — Tax questions only can be answered as part of the Financial Consultation offering
- **Online Self-Service Documents** — Examples include, but are not limited to: Living Trust, Will, Power of Attorney, Deeds

ibhworklife.com

User Name: Matters

Password: wlm70101

Phone: 1 800 386 7055

Available 24 hours a day, 7 days a week²

The Guardian Life Insurance
Company of America

guardiananytime.com

New York, NY

2018-58488 (04-20)

¹ WorkLifeMatters 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. WorkLifeMatters Program is not an insurance benefit and may not be available in all states.

² Office hours: Monday-Friday 6 a.m.–5 p.m. PST.



Maternity Education

Get Maternity and Parenting Resources in One Location

When you're starting or expanding your family, there's a lot of things you need to know about, and it's not always easy to find the right information. WorkLifeMatters Employee Assistance Program (EAP) provides maternity and parenting resources all in one location on guardianmaternity.ibhworklife.com so you can easily find what you need. From articles to FAQs to videos, you can get information on topics including fertility, labor and delivery, first-time parenting, working with your partner, and much more.



Topics Covered	Available Resources	Special Features
<ul style="list-style-type: none"> Fertility Pregnancy Labor & Delivery New parenting Working with your partner 	<ul style="list-style-type: none"> Articles FAQs Videos Contacts 	<ul style="list-style-type: none"> Easy online access One stop shop Information updated regularly Help with related issues such as stress management

Your Employee Assistance Program

WorkLifeMatters offers services to help promote well-being and enhance the quality of life for you and your family:

- Support & guidance with family and personal issues
- Unlimited access to resources online or over-the-phone
- Up to 3 free face-to-face counseling sessions with an IBH network provider
- Free 30 minute consultation with an attorney, CPA, or other financial professional

Visit our maternity site at guardianmaternity.ibhworklife.com and get answers to all your parenting questions!

Connect with a Counselor for Free Support Services:

Email:

eapcounselor@ibhcorp.com

Phone: 1 800 386 7055

Available 24 hours a day,
7 days a week*

Web:

ibhworklife.com

User name: Matters

Password: wlm70101

The Guardian Life Insurance Company of America
New York, NY

guardiananytime.com

*Office hours: Monday-Friday 6am-5pm PST. Live answer exchange available after hours. WorkLifeMattersProgram services are provided by Integrated Behavioral Health, Inc., and its contractors. Guardian does not provide any part of WorkLifeMattersProgram 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 WorkLifeMattersProgram at any time without notice. Integrated Behavioral Health Laguna Niguel, CA. WorkLifeMattersProgram is not an insurance benefit and may not be available in all states. Guardian® and the Guardian G® logo are registered service marks of The Guardian Life Insurance Company of America®



Legal and Financial Services

WorkLifeMatters, an Employee Assistance Program, through Integrated Behavioral Health (IBH), provides a range of legal and financial services to eligible members to help with issues related to:

- Budgeting
- Civil/Consumer Issues
- Criminal Matters
- Debt/Credit Counseling
- Estate Planning Law
- Financial Services
- Immigration
- IRS Matters
- Motor Vehicle
- Personal/Family Issues
- Real Estate
- Tax Preparation
- And more!

Financial services

Employees can receive telephonic consultations with seasoned financial professionals and certified public accountants (CPA). Unlimited telephonic counseling, and 30 days of financial coaching is available. Local referrals are available for more complex financial planning issues, such as: credit counseling, debt and budget assistance, basic tax planning, and retirement and college planning questions.

Legal services

Employees can receive an initial 30 minute office or telephone consultation with an attorney. Plus, if the attorney is retained to provide legal services, the member can apply a 25% discount off the attorney's normal hourly rate on legal fees. Virtually all types of legal matters are eligible for these services.

Assistance with document preparation

A simple and inexpensive online process enables members to complete their own legal document preparation from home. This eliminates the cost of an attorney or dealing with lengthy completion and delivery periods!

Dedicated legal/financial website

Each member is provided with unlimited access to a dedicated legal/financial website, which includes legal and financial tools. Examples include legal and financial forms, financial calculators, helpful articles and answers to frequently asked questions.

Employee program highlights

- Assistance with a wide range of legal and financial services
- Complimentary consultations with financial and legal professionals — plus discounts on legal services
- Simple and inexpensive legal document preparation available online
- Unlimited access to a dedicated website



ibhworklife.com

1 800 386 7055

Contact your Guardian Group sales representative for more information.

The Guardian Life Insurance
Company of America
New York, NY
guardiananytime.com

WorkLifeMatters 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. WorkLifeMatters Program is not an insurance benefit and may not be available in all states. Guardian, its subsidiaries, agents, and employees do not provide tax, legal, or accounting advice. Consult your tax, legal, or accounting professional regarding your individual situation. Guardian® and the Guardian G® logo are registered service marks of The Guardian Life Insurance Company of America®