

CONFIDENTIAL

Re: Employee & Family Assistance Program (EFAP)

Through our partnership with the Alberta School Employee Benefits Plan (ASEBP), we are proud to offer you an EFAP, effective January 1, 2015.

Homewood Health has been chosen as our EFAP provider. In addition to providing **Counselling Services** for when you need professional help with a challenging situation, the program also offers **Plan Smart Lifestyle and Specialty Counselling**, a series of work-life services that allows you to access expert advice, information and coaching.

Counselling Services

Counselling services are available face-to-face, by telephone or can be accessed through e-counselling. These services are meant to be short-term with clearly defined goals and outcomes to help you understand your concerns and develop a plan of action to address them.

Plan Smart Lifestyle and Specialty Counselling

Lifestyle and specialty counselling includes caregiving, life planning, career planning and health management services. Each service has been developed to allow you to take a proactive approach to managing everyday challenges and life transitions. For the most part, these services are delivered by phone or online and often include an assessment and a personalized package of information and tools to assist in your unique situation.

The enclosed brochure provides further details about these services.

In addition, e-learning courses, available through the Homewood Health website, www.homewoodhealth.com, offer self-directed, confidential and interactive courses which include printable information, quizzes and exercises. The course topics are designed to help you take charge of your health and well-being.

You and your eligible dependants can call the number on the enclosed brochure any time, day or night, 365 days of the year. In an emergency, immediate support is available. Please be assured when you use the program, it is completely confidential.

For a comprehensive, multi-media web-based orientation of this program and access to all of the e-services, you can visit the Homewood Health website, www.homewoodhealth.com, and log in to their member services area. *The enclosed registration insert provides instructions on how to log in to this area.*

For the purpose of enrolment in the EFAP, ASEBP will be sharing your first and last name, along with your date of birth with Homewood Health.

For questions about the EFAP, please contact Homewood Health.

1-800-663-1142 (English)
1-866-398-9505 (French)
1-888-384-1152 (TTY)
604-689-1717 (International)