



Employee Assistance Program



How does the program work?

You and family members may call toll free (800) 932-0034 to set up an appointment or speak with a counselor by phone about your situation.

[Howroyd Group of Companies](#) affiliates have up to 6 sessions* for assessment, diagnosis, referral, and short term problem resolution. Emergency service is available 24 hours a day.

**Limited to 3 sessions per 6 months in California.*

Confidential & professional assessment and referral services for employees and family members.

What kinds of problems?

Any problem you feel is affecting your health and well-being is covered, such as the stress of everyday life, relationships, and even problems related to work. Examples include:

- Financial and legal difficulties
- Family and personal conflicts
- Loss and grief issues
- Childcare & eldercare
- Stress and emotional management
- Depression and anxiety
- Substance abuse and prevention (alcohol & drugs)



Howroyd Group of Companies

Who pays for the EAP services?

Your company has prepaid the initial assessment and limited sessions for you and family members. If further assistance is needed, you may be covered by health insurance, and if needed services are not covered by insurance, other options may be explored. The EAP provider will work closely with you to find the best recourse.

Additional questions?

Contact Human Resources or call the EAP directly at: **(800)932-0034**

All Services are CONFIDENTIAL

ACI
A Specialty Benefits Corporation
www.acieap.com



Affinity™ Life Management Solutions



What is Affinity™ LMS?

Your employer is providing **Affinity™** Life Management Solutions to you and your family members. This benefit offers an innovative blend of direct and referral services, designed to make life easier. The program has helpful modules addressing: **Child and Elder Care; Legal and Financial; Educational Opportunities; Pet Care and Identity Theft.** Each caller has a personal “help desk” and receives **a customized referral/resource list; Care Kits, books or pamphlets; unlimited access to the interactive work/life website, and direct service.**

Best of all *it's free of charge to employees and family members.*



Howroyd Group of Companies

Pet Care

- Selecting and pet-proofing homes
- Grooming, vet care and insurance
- Training and discipline
- Dealing with loss and final resting
- Teaching children to care for pets
- And much more...

Affinity™ Online

- Individualized, self-pace, 24/7
- Daily updates on health news
- completely confidential and anonymous
- Free no matter how often you use it

Education

- What's next? Beyond high school.
- Two-year, undergraduate and graduate programs
- GED, special degrees and vocational programs
- Financial aid resources
- And much more...

Identity Theft

- Prevention and security
- Immediate response suggestion
- Credit restoration and follow-up.
- And much more...

Want more?

Affinity™ Work/Life Solutions offers information not only through the customized research and referral system but provides specific materials to assist users in solving problems.

- **HealthYMail™**, a monthly newsflyer
- **Affinity™ Quarterly**, the latest in Work/Life topics
- Books and pamphlets related to the problems you're facing, such as “SOS for Parents” and many others.

Additional questions?

Contact Human Resources or call the EAP directly at: **(800)932-0034**

All Services are CONFIDENTIAL

ACIP

A Specialty Benefits Corporation
www.acieap.com



Howroyd Group of Companies

Announcing **Affinity** Online Website Instructions:

Follow these easy steps to access the
ACI Affinity Online website:

1. Go to www.acieap.com and click on the Affinity On-Line button.
2. Enter your company user name: **how**
3. Enter this one-time password: **aci**
4. That's it! Enjoy your online website.

Wellness Services added to **Affinity Online**

Your Affinity Online product now includes some value-added wellness services:

- Access to the GetFit Wellness website
- Free online Health Risk Assessments
- Free online Body Fat Calculator
- Free online Weight Loss Journal and Calorie Counter
- "From the Core" wellness newsletters

After logging into the Affinity Online website, click on the GetFit Wellness link under the Affinity Online heading in the upper left corner of the home page.



Affinity Online, offers a great source of information and referral. The easy access and great self-help tools and resources make Affinity Online more user friendly than ever. It's completely anonymous, so your privacy is assured. Best of all, it's absolutely free, no matter how often you log in. Due to popular demand, our HealthyMail newsletter is available online! This much loved monthly publication by ACI is available for your review now.

Now it's time to give it a try! Of course, our online programs are not a substitute for face-to-face counseling. If you would like help finding a referral for counseling, please contact your Employee Assistance Program (EAP) for assistance. Feel free to call with any questions or comments at 1-800-932-0034





Concierge Services



Concierge Services

Yes, we'll find you a bonded Plumber. Yes, we can book tickets to The Producers for your New York trip. Yes, we know where to find a silver tic-tac-toe set. You name it, ACI will help you find the vendors and resources. Concierge Services are designed to help you manage the many activities of daily living by saving you time and trouble.

Confidential & professional assessment and referral services for employees and family members.



Howroyd Group of Companies

What are Concierge Services?

Concierge Services offer information and referrals, on an unlimited basis, for any type of personal convenience. Just as the concierge in a fine hotel is there to serve you, Concierge Services will be there too! Information and referrals are provided in the broad category of personal service, including but not limited to:

- Home Repairs
- Car Repairs and Rentals
- Reservations and Tickets
- Event Planners
- Consumer Information
- Cleaning Service
- Transportation and Travel
- And much more.
- Moving and Relocation
- Maintenance Service
- Self-help
- Entertainment
- Errand Runners
- Personal Safety

Additional questions?

Contact Human Resources or call the EAP directly at: **(800)932-0034**

All Services are CONFIDENTIAL

ACI
A Specialty Benefits Corporation
www.acieap.com