



EAP By DesignSM

A tailored Employee Assistance Program and Work-Life Service

Sun Life Financial is proud to introduce our new, three-tiered Employee Assistance Program (EAP) called EAP By Design. Offered in partnership with ComPsych® Corporation, each option gives employers and employees access to an array of services that address personal life challenges and improve workplace productivity and performance.

EAP By Design can be included with any Sun Life group product—you choose the tier that works best.

EAP Essential

This tier offers a wide range of services for the cost-sensitive customer, including:

- **EAP:** Three confidential telephonic counseling sessions per occurrence with experienced clinicians available 24/7.
- **Legal resources:** Unlimited phone access and an initial consultation at no charge with a local attorney, and discounts on additional services.
- **Financial resources:** Unlimited phone access to financial professionals for information regarding personal finance and related issues.
- **Work-Life resources:** Information and referrals on child care, elder care, adoption, relocation, and other personal convenience matters.
- **HR resources:** Supervisors and managers have phone access to HR professionals able to consult on various workplace-related issues such as managing difficult employee situations.
- **GuidanceResources® Online:** Access to extensive content to help with personal or family concerns, and access to helpful planning tools, discount programs, and more.
- **Health risk assessments:** Online access to a health risk assessment survey and a variety of health management tools and information.

- **Direct-to-consumer reports:** Employers receive confidential utilization reports that help with trending, tracking, and employee interest areas.
- **Employee materials and website:** Flyers, wallet cards, and e-posters, and access to an award-winning website customized with your company's name.

EAP Complete

This comprehensive tier includes everything in EAP Essential, plus:

- **EAP:** Five face-to-face visits per occurrence with a local counselor to help address any personal concerns, instead of telephonic counseling sessions, without any per-session charge to the employee.¹
- **Legal resources:** Access to a free online will preparation tool called EstateGuidance.®
- **Financial resources:** One face-to-face visit, up to 1 hour, with a financial planner.
- **Critical Incident Stress Debriefing (CISD):** Access to one session (up to 2 hours) of on-site counseling if employees encounter a critical workplace incident. Additional services are available on a fee-for-service basis. Up to 2 hours of webinar training is available in lieu of CISD counseling.

To learn more, call your local Sun Life Financial group representative today.

EAP Business Class

Designed exclusively for the smaller company and business owner, this tier includes everything in EAP Essential and EAP Complete, plus the following upgrades or variations:

Exclusively for the business leader:

My BusinessSolutionsSM provides access to an in-house team of legal, financial, marketing, human resources, and personal health experts, along with a website that hosts a discussion forum, networking opportunities, and content from top business experts. My BusinessSolutions includes:

- **HRConsultSM**: Access to HR specialists who can provide information on all matters from performance to compliance issues.
- **IDResources[®]**: Identity-theft restoration services to help face the complex legal, financial, and emotional issues associated with restoring an individual's identity.
- **HealthyGuidance[®]**: This health management service provides confidential, one-on-one telephonic coaching with a health expert for motivation and support with weight management, exercise and nutrition plans, tobacco cessation, and more.
- **My BusinessSolutions OnlineSM**: Access helpful articles, webcasts, and downloads from top business experts, and participate with peers through discussion boards.
- **CISD**: Access to one session (up to 2 hours) of onsite counseling for critical workplace incidents. Additional services are available on a fee-for-service basis.

For the smaller company, business leader and their employees:

- **EAP**: Three face-to-face visits per occurrence with a local counselor to help address any personal concerns, instead of telephonic counseling sessions, without any per-session charge to the employee.¹
- **Legal resources**: Unlimited phone access and an initial consultation at no charge with a local attorney, and discounts on additional services.
- **Financial resources**: Unlimited phone access to financial professionals for information regarding personal finance and related issues. This also includes one face-to-face visit (up to 1 hour) with a local financial professional.
- **Work-Life resources**: Information and referrals on child care, elder care, adoption, relocation, and other personal convenience matters.
- **HR resources**: Supervisors and managers have phone access to HR professionals able to consult on various workplace-related issues such as managing difficult employee situations.
- **ParentGuidanceSM**: Unlimited phone access for women either about to go or already on maternity leave; supports parenting needs and return-to-work preparation for the entire family.
- **GuidanceResources[®] Online**: Access to extensive content to help with any personal or family concerns, and access to helpful planning tools, discount programs, and more.
- **Health risk assessments**: Online access to a health risk assessment survey and a variety of health management tools and information.
- **Employee materials and website**: Flyers, wallet cards and e-posters, and access to an award winning website, customized with your company's name.



One Sun Life Executive Park
Wellesley Hills, MA 02481

www.sunlife.com/us

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1. In California, employees who require more than three sessions in a 6-month period must satisfy certain criteria.

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My BusinessSolutions OnlineSM, HRConsultSM and ParentGuidanceSM are service marks of ComPsych[®] Corporation.

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