

My BusinessSolutionsSM

Dear Business Leader:

Welcome to GuidanceResources[®] EAP Business ClassSM. Designed especially to meet the needs of small business, this program provides a full-service benefit to you as the business leader and to your employees.

This robust benefit offering includes:

For You and Your Employees:

Employee Assistance Program (EAP): Short-term, confidential counseling for employees and their families to help them handle concerns constructively, before they become major issues.

LegalConnect[®]: Unlimited telephonic access to licensed attorneys on personal legal concerns such as a home purchase, estate matters or any other personal legal issue.

FinancialConnect[®]: CPAs, CFPs and other experts can answer questions about budgeting, tax issues or other money management concerns.

FamilySource[®]: Personalized referrals for child and elder care, education, home improvement, shopping for a car, planning an event and more.

GuidanceResources[®] Online: an award-winning online tool that complements the program by making information and guidance conveniently accessible, including an online Health Risk Assessment.

EstateGuidance[®]: Online will preparation, easily completed in 15-20 minutes.

ParentGuidance[®]: Support for expectant and new parents.

Exclusively for You:

My BusinessSolutionsSM guidance and information to help you with every aspect of your business, with unlimited access to our in-house legal, financial, human resource and operations professionals. *My BusinessSolutionsSM* offers:

- **HRConsultSM:** HR professionals provide consultation on issues such as employee hiring and performance, regulatory compliance, organizational change, workers' comp, immigration, FMLA and more.
- **Legal and Financial Resources and Referrals:** Attorneys, CPAs, CFPs and financial planners can help you with your legal and financial questions.
- **IDResources[®]:** If you become a victim of identity theft, you may face complex legal, financial, emotional and work-life issues. You'll get step-by-step instructions to help you restore your good name and repair your damaged credit history.
- **HealthyGuidance[®] Health Coaching:** Confidential, one-on-one telephonic coaching with a health coach for motivation and support with weight management, exercise and nutrition plans, tobacco cessation and more.
- **My BusinessSolutionsSM Online:** An online portal packed with helpful articles, Webcasts and downloads from top business experts, as well as discussion boards and special discounts for *My BusinessSolutionsSM* members.
- **Critical Incident Stress Debriefings:** On-site counseling to help you and your employees deal with the aftermath of critical workplace incidents (one session, up to two hours). Additional services are available on a fee basis.

Call GuidanceResources[®] today at the toll-free number on your attached VIP access card — our team of small business professionals is ready to help you!

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