



Smart-HR Employee Assistance Program

Smart-HR name has contracted with Espȳr to provide employees and their family members with a comprehensive Employee Assistance Program (EAP). Full time and part-time employees have access to the program. Services are free and confidential, within the bounds of the law. The EAP is available 24/7/365 and provides the following services.

Work-Life

- **Legal** consultation provided by attorneys. Simple Wills prepared at no cost. Twenty-four-hour emergency services, consultation with a mediator, consultation with a fraud/ID theft specialist are also included. A twenty-five percent discount off the mediator or attorney fees for services rendered beyond the EAP.
- **Financial** consultation regarding debt matters, investment options, money management, tax preparation and retirement planning. A twenty-five percent discount off the provider or CPA fees for services rendered beyond the EAP.
- **Child care** information and referrals for all types of child care, as well as camps and schools.
- **Elder care** services to assess elder care needs, locate resources and arrange referrals.
- **Adoption** specialists share information, organize and arrange referrals for all stages of this process.
- **Academic** resources including customized profiles of kindergarten through graduate school. College planning guidebooks are available. Referrals to tutors are available.
- **Pet care** services that offer referrals to breeders, groomers, walkers, sitters, kennels, vets, and pet publications.
- **Special needs** services and referral to assess employee needs, educate, and make referrals for various special needs affecting employees and their families such as heart disease, ADHD, disabilities, diabetes and more.
- **Daily living and concierge** resources that provides referrals such as for home improvement resources, cleaning services, travel information and more.
- **Relocation** services and referral information provided to employees who are moving. Referrals include moving companies, housing options, utility companies, schools and more.

Counseling

- Up to 6 sessions, per problem for face-to-face counseling and referral for a full range of personal, family and work concerns. Counselors are located conveniently to your work or home.
- 24 hour per day, 7 day per week, toll-free access to mental health professionals.

On-Line

- To access the on-line services, please go to www.espyr.com and sign in to the User Portal with the password: **Smarteap**

The website offers educational screenings, assessments, videos, quizzes, courses, articles, financial calculators, child and eldercare service locators and much more. You may even confidentially request EAP services from the site. Topics covered include:

- Emotional Wellbeing
 - Relationships and Parenting
 - Health and Wellness
 - Financial
 - Legal
 - Personal and Professional Growth
- Monthly, live webinars
 - Espȳr app provides 24/7 access to resources including requesting services. Download the free app from iTunes or the Google Play Store. Your code is: **smarteap**