

Employee & Family Assistance Program

Below is a summary that provides information about this benefit that is a part of your group plan.

*This information is about your benefits. It is intended to **summarize** the main features of your plan and is not meant to provide complete details. In the event of a discrepancy between this information and the group contract, the terms of the contract will be applicable. All rights to benefits are governed by the contract. In order for claims to be paid, your coverage must be in effect on the date the service was rendered.*

The Employee and Family Assistance Program (EFAP) is a voluntary, confidential short-term counselling and advisory service. This program is designed to help you and your dependents with any personal problems, large or small, which affect your family life, your work life or your general wellbeing. The EFAP provides professional assistance for a wide range of issues, including:

- Personal and work-related stress
- Couple and marital relationships
- Childcare and parenting issues
- Eldercare concerns
- Depression and anxiety
- Alcohol and drug misuse
- Family matters
- Bereavement
- Legal issues
- Financial concerns
- Career issues
- Crisis counselling/Trauma
- Other concerns

For assistance or more details, call 1-800-663-1142 or visit www.homewoodhumansolutions.com.

To register for Homewood Human Solutions Member Services Area, go to the webpage above and follow the directions below:

1. Once the homepage is displayed, click on the 'Enter Here' button under 'Employees', then click on 'Login' in the top right corner, and then click 'Register' on the left side.
2. Enter SD71 as the company/organization name. If it is not recognized on the first try and a pop-up box appears, click 'proceed without company name' to continue; this will provide temporary access, but full access will be provided to you within 24 – 48 hours once the administrative personnel complete your registration.
3. Complete the profile section by selecting the proper information displayed in the text box(es) provided and click 'Continue'.
4. Fill in the required personal, address and system information on the form that is displayed, and click 'Continue'.
5. You have now created your member profile for access to the Member Services Area, providing you with access to a number of online tools and resources. You will have the option of logging out or continuing on to the Member Services Area using the username and password you created. If you want to continue into the Member Services Area, please click 'Continue'.

Note: A confirmation email containing your username and password information will be forwarded to the email address that you provided during the registration process. On subsequent visits, simply log in with your chosen username and password by clicking on 'Login'.

Trouble logging in? Please call Homewood Human Solutions Client Service Centre for immediate assistance at 1-800-663-1142.