



GUARDIAN®

Moore College of Art & Design

# Benefits Plan

Here is your new coverage. Make sure you return the completed form, if applicable, to your plan administrator.

If you miss the deadline, the coverage may be delayed or you may not be eligible for enrollment this year and proof of insurability *may* be required.



#### HIGHLIGHTS:

- Protect your family's future, with life coverage
- Disability coverage provides a regular check if you have an accident or illness
- Comprehensive dental care for all your needs

#### Questions? Concerns?

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Helpline (888) 600-1600

Call weekdays, 8:00AM to 8:30PM, EST

Learn more about Guardian at  
[www.guardianlife.com](http://www.guardianlife.com).



## ***Your Confidential Employee Assistance Program***

WorkLifeMatters<sup>sm</sup>

### **Providing Assistance for What Matters Most**

Let's face it, balancing your work and home life is not easy. With WorkLifeMatters, your confidential employee assistance program, you don't have to face life challenges alone. WorkLifeMatters provides guidance for personal issues that you might be facing and information about other concerns that affect your life.

### **WorkLifeMatters can offer help with:**

#### **Education**

- Admissions testing & procedures
- Adult re-entry programs
- College Planning
- Financial aid resources
- Finding a pre-school

#### **Dependent Care & Care Giving**

- Adoption Assistance
- Before/after school programs
- Day Care/Elder Care
- Elder care
- In-home services

#### **Legal and financial**

- Basic tax planning
- Credit & collections
- Debt Counseling
- Home buying
- Immigration

#### **Lifestyle & Fitness Management**

- Anxiety & depression
- Divorce & separation
- Drugs & alcohol

#### **Working Smarter**

- Career development
- Effective managing
- Relocation

### **...Support is a phone call or click away**

- o Unlimited free telephonic consultation with an EAP counselor available 24/7 at 800-386-7055
- o Referrals to local counselors - up to three sessions free of charge
- o State of the art website featuring over 3,400 helpful articles and topics like wellness, training courses, and a legal and financial center: [www.ibhworklife.com](http://www.ibhworklife.com); company name: Matters; Password: wlm70101

WorkLifeMatters Program services are provided by Integrated Behavioral Health, Inc., and its contractors. Guardian does not provide any part of WorkLifeMatters Program services. Guardian is not responsible or liable for care or advice given by any provider or resource under the program. This information is for illustrative purposes only. It is not a contract. Only the Administration Agreement can provide the actual terms, services, limitations and exclusions. Guardian and IBH reserve the right to discontinue the WorkLifeMatters Program at any time without notice.