



Sun Life Assurance Company
of Canada
One Sun Life Executive Park
Wellesley Hills, MA 02481-5699

1/1/15

Re: MED3000 EAP Complete Service Agreement

The Employee Assistance Program (EAP Complete) provided to MED3000, is administered by our partner, ComPsych Corporation. EAP Complete provides employers and employees access to an array of services that address personal life challenges and improve workplace productivity and performance.

EAP Complete is included with MED3000's Basic Life policy underwritten by Sun Life Assurance Company of Canada (Wellesley Hills, MA) as of January 1, 2015.

EAP Complete is a service provided in partnership with ComPsych and is not insurance. Please refer to the attached flyer for a summary of benefits provided through EAP Complete.

A handwritten signature in blue ink, appearing to read "Mike Walsh".

Mike Walsh

Sun Life Financial

National Account Employee Benefits Representative

Sun Life Assurance Company of Canada
is a member of the Sun Life Financial group of companies.

www.sunlife-usa.com

An Overview of Your GuidanceResources® Program EAP Complete

Call: 877.595.5284

TDD: 800.697.0353

Go online: guidanceresources.com

Your company Web ID: EAPComplete

Personal issues, planning for life events or simply managing daily life can affect your work, health and family. GuidanceResources® provides support, resources and information for personal and work-life issues. GuidanceResources is company-sponsored, confidential and provided at no charge to you and your dependents. This flyer explains how GuidanceResources can help you and your family deal with everyday challenges.

Confidential Counseling

Someone to talk to.

This no-cost counseling service helps you address stress, relationship and other personal issues you and your family may face. It is staffed by GuidanceConsultantsSM—highly trained master's and doctoral level clinicians who will listen to your concerns and quickly refer you to in-person counseling and other local resources for:

- › Stress, anxiety and depression
- › Job pressures
- › Relationship/marital conflicts
- › Grief and loss
- › Problems with children
- › Substance abuse

Financial Information and Resources

Discover your best options.

Speak by phone with our Certified Public Accountants and Certified Financial Planners on a wide range of financial issues, including:

- › Getting out of debt
- › Retirement planning
- › Credit card or loan problems
- › Estate planning
- › Tax questions
- › Saving for college

If you should require additional guidance, we can refer you to a financial professional for an initial one-hour in-person consult at no cost to you.

Legal Support and Resources

Expert info when you need it.

Talk to our attorneys by phone. If you require representation, we'll refer you to a qualified attorney in your area for a free 30-minute consultation with a 25% reduction in customary legal fees thereafter. Call about:

- › Divorce and family law
- › Real estate transactions
- › Debt and bankruptcy
- › Civil and criminal actions
- › Landlord/tenant issues
- › Contracts

Work-Life Solutions

Delegate your "to-do" list.

Our Work-Life specialists will do the research for you, providing qualified referrals and customized resources for:

- › Child and elder care
- › College planning
- › Moving and relocation
- › Pet care
- › Making major purchases
- › Home repair

GuidanceResources® Online

Knowledge at your fingertips.

GuidanceResources Online is your one stop for expert information on the issues that matter most to you...relationships, work, school, children, wellness, legal, financial, free time and more.

- › Timely articles, HelpSheetsSM, tutorials, streaming videos and self-assessments
- › "Ask the Expert" personal responses to your questions
- › Child care, elder care, attorney and financial planner searches

Free Online Will Preparation

Get peace of mind.

Preparing for the future through a will or estate plan is important, but too often employees and their family members postpone or avoid these seemingly daunting tasks. EstateGuidance® can take the stress, attorney and cost out of that process. To access your free, customized online will, go to guidanceresources.com and click on EstateGuidance. Simply complete an easy-to-understand will questionnaire then print and review your will, which is created in real time using our advanced technology. EstateGuidance can also print and mail a hard copy of your will for \$9.99, or you can purchase a Living Will for \$19.99. It's fast, convenient and gives your family the peace of mind it deserves.

