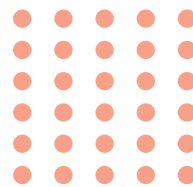




Small Employer

Employee and Family Assistance Program



Harness the power of full-scale employee and workplace support solutions through our exclusive Small Employer Pool EFAP arrangements.

Did you know?

Mental and nervous disorders have replaced musculoskeletal conditions as the top conditions causing long-term disability.

Source: Canadian Council on Integrated Healthcare

The mounting costs of maintaining unhealthy employees, coupled with the expense and disruption associated with staff turnover, is leading many employers to implement a health promotion strategy. Thanks to a growing body of evidence, today's workplace health programs are no longer viewed as just a good idea, but rather a crucial investment in an organization's long-term success.

**Source: The Case for Comprehensive Workplace Health Promotion,
Centre for Health Promotion, University of Toronto**

Employee and Family Assistance Programs (EFAPs) are employer paid benefits that support both the employees and the workplace. These services are designed to enable employees to resolve personal and work issues so that optimal productivity is maintained. They include health, wellness and other strategic solutions for smaller employers.

Did you know?

Homewood Health offers your small business customers the same services as some of Canada's largest employers beginning at a low rate of \$4.95 per employee per month.

On-site crisis management response services for organizational crisis and an online Health Risk Assessment are included in our program.

1. Ease of Use

All of our services are simple and intuitive to use, so all staff can benefit (e.g. online solutions allow easy and secure access anywhere and anytime, clinical response is fast and available 24/7 in both official languages, counselling is short-term and solution-focused, and we have counselling offices across the country).

2. Prevention Focused

Homewood Health takes a comprehensive and prevention-focused approach to employee well-being and productivity. Our healthy workplace strategy targets the employee, workplace and organization. Our prevention focus strengthens the resiliency of your workforce.

3. Appealing and Relevant Messaging

We craft our messages to appeal to employees in different stages of their life and career, ensuring that promotion efforts are relevant, appealing, and successful.



Employee Support Services

Our unique solution-focused Cognitive Behavioural Therapy approach focuses on teaching individuals, couples, and families the skills necessary to solve their life problems within a short-term counselling model. Confidential counselling is offered in the local community. Our counselling is delivered through various modalities (face-to-face, telephonic and web-based). Their focus is on specific goal attainment, behaviour change, accurate diagnosis of complex problems, and the best possible outcomes. Counselling is provided for a full range of personal or work-related issues including, but not limited to:

- addictions;
- adolescent issues;
- aging and care giving;
- anger management;
- anxiety;
- child development;
- communication problems;
- domestic violence;
- depression;
- family issues;
- grief and bereavement;
- marital issues;
- parenting;
- personal adjustment problems;
- relationship difficulties;
- sexuality;
- stress;
- separation / divorce / custody;
- special needs of children; and
- trauma.



Life Smart Coaching

Childcare and Parenting Services: Our childcare and parenting specialists work directly with your employees to ensure their unique family needs are taken into consideration when determining appropriate resources and solutions for their childcare concerns. The specialist will complete a comprehensive needs assessment to ensure all of the issues are addressed.

New Parent Support Services: Our childcare specialists will speak with the employee pre and post-birth if possible, in order to discuss any concerns the new parent might have. After the first call, our specialist will assemble a full package of information tailored to meet their specific needs.

Elder and Family Care Services: Homewood's caregiving specialists work one-on-one with your employees balancing the (often overwhelming) responsibility of providing elder and family care while managing a career. Our caregiving specialists work directly with clients, completing a needs assessment, to ensure their unique family needs are taken into consideration when determining appropriate resources and solutions. Where necessary, the specialist can provide information on how to obtain an in-home assessment for those in need of home care support.

Legal Advisory Service: Our EFAP includes a national legal advice and counselling service that is provided by qualified lawyers who reside in the province governing the location of the client's concern. Clients speak directly with a lawyer and receive advice and consultation on the legal matter of concern to them.

Financial Advisory Service: The focus of the financial advice and planning service is assessment, budgeting and short-term financial coaching. Financial advice can be provided through individual telephone and/or email consultation and may include planning sessions, as well as budgeting exercises and homework.

Relationship Solutions: Relationship Solutions provides a fresh approach for couples needing to address relationship issues. The service helps couples take a proactive and fun approach to enhancing their relationships, and includes up-front coaching, and a Relationship Solutions Resource Kit.

Grief and Loss Coaching: This service helps employees understand the grieving process by providing them with coaching support and resources to help them manage the range of emotions and difficulties one experiences when faced with a significant loss. This service is helpful to those who have lost a loved one or are experiencing other forms of loss in their life, including job loss, divorce, or ending of a relationship.



Life Smart Coaching



Stress Solutions: in this self-directed program, employees will learn about stress management techniques and exercises, including: how to reduce tension, how to stay connected to be healthy, happy and energized, managing thoughts and feelings to influence mood and behavior and how to manage time to stay organized and participate in activities that bring value to one's life.

Career Coaching. Working with a career specialist can help employees identify and articulate their skills, aptitudes, values, personality traits, and interests as they relate to career choice and goals. Employees can also receive coaching for concerns around starting a new job, struggling to manage time effectively and dealing with career-related problems or conflicts.

Shift Worker Support. Homewood specialists can help individuals who are struggling to make working shifts a part of a healthy and rewarding family and social life. Our specialist starts by completing a full assessment to ensure all concerns are addressed, then puts together a package of information, customized for the client's needs and provide our shiftwork package as needed.

Pre-Retirement Planning. Homewood's Pre-Retirement Planning Service provides employees with a package of customized information and coaching with a career or financial counsellor as appropriate. The specialist will complete an assessment of the employee's psychological and emotional needs as he or she approaches retirement.

Nutritional Coaching. Our nutrition services include telephonic coaching and a robust, online platform, which includes tools and resources covering a full range of topics that deal with a range of questions or problems. Clients can translate the latest nutritional science information into practical strategies, healthy eating advice and tools they can use.

Smoking Cessation Program. Homewood provides one-on-one telephonic consultation for clients wishing to quit smoking. Our Smoking Cessation Program addresses all facets of smoking, including both the physical and psychological dependence, and is built on evidence-based, behaviour-change methods.

Jumpstart Your Wellness. Jumpstart Your Wellness' provides healthy solutions for ongoing lifestyle, productivity, work life, wellness and weight loss challenges. The program delivers valuable tools and coaching, creating positive and lasting behaviour change.

Online Resources and Services

E-Learning Courses: Homewood Health offers self-paced, confidential, and interactive online courses. Each confidential e-Learning course is self-directed, and presents printable information, quizzes, and exercises. Some have interactive, printable action planning guides that can be customized to allow clients to input their own scenarios and goals. Topics include:

- Embracing workplace change
- Respect in the workplace
- Values-based leadership
- Supporting respect in the workplace
- Managing sensitive employee issues
- Leading the human side of change
- Preparing for your retirement
- Foundations of effective parenting
- Fundamentals of effective supervision
- Resilience
- Resolving conflict in relationships
- Responsible optimism
- Taking control of alcohol use
- Taking control of job loss
- Taking control of stress
- Taking control of your smoking
- Taking control of your anger
- Taking control of your career
- Taking control of your money
- Taking control of your mood



CBT: i-Volve is a bilingual, web-based and coaching solution to treat clients struggling with mild depression and/or anxiety. There are three programs within i-Volve, Depression; Anxiety, and Mental Health, allowing clients to identify, challenge and overcome their dysfunctional thoughts, behaviors and emotions. Unlike traditional Cognitive Behaviour Therapy programs, i-Volve is available 24-hours a day, seven days a week, on both desktop and mobile devices.

Child and Eldercare Locator: Your employees can conduct customized searches by keying in specific requirements. They can search for daycares, homecare, respite care, child services and child care, schools, day camps, overnight camps and residential facilities for kids with special needs. The eldercare function provides access to national resources for older Canadians. This includes: homecare assessments, long-term facilities, assistive care facilities, day care facilities and facilities geared towards the elderly.

Health and Wellness Library: An updated collection of articles and other resources written by qualified experts in their subject field. It includes information designed to improve health and wellness, and assists individuals in improving their personal and work-life balance. Users are provided a wealth of exclusively Canadian content including information on drugs, disease, natural products, tests, procedures, and general health.

Substance Abuse and Crisis/Trauma

Substance Abuse Counselling: Substance Abuse Counselling is provided as part of Homewood Health standard EFAP response. Homewood Health has established an intervention protocol that meets many industry standards. As a result, many of Homewood Health counsellors are designated as approved Substance Abuse Experts.

Crisis Management Service (CMS): Our CMS involves a multi-faceted, resilience-based approach to crisis intervention, and is designed to offer assessment and emotional first aid to employees after a critical incident.

Referral services to support crisis intervention can also be arranged following the initial intervention, as well as post-traumatic stress counselling (through the EFAP) for impacted individuals.

Managing Anxiety, Depression and Trauma

The Small Employer Pool Plus EFAP program includes specialized care for the treatment of longer term conditions, including anxiety, depression and trauma.

Using Cognitive Behavioural Therapy, appropriate assessments and treatment planning, these services provide longer-term assistance to help manage the complexities and challenges experienced by employees with anxiety, depression and trauma conditions.

These services can be accessed by calling our intake / client service centre line, the same number used to access our EFAP services. As with the EFAP, these programs are confidential and voluntary, with no referral needed.

Organizational Services

Key Person Advice Line: Designed for key personnel and supervisors, the advice line allows key persons to contact a Homewood Health counsellor at any time for consultation should a situation arise at the workplace which requires a professional opinion. These consultations are available on an immediate, as-needed basis.

Promotion: As part of our highly effective promotional plan, we will assist your organization in promoting the EFAP through brochures, articles, posters, pre-launch promotions as well as orientation sessions for employees and managers.

Reporting: We offer the services of an Account Executive who provides an annual report of program utilization. Your Account Executive also provides expert advice, consultation, and problem-solving.



What is included in each plan?

What is included in each plan?	EFAP Plus
Short Term Counselling	✓
LifeSmart Coaching Services	✓
Online CBT	✓
Online Courses	✓
Online Resources and Mobile App	✓
Manager/Leader Support	✓
Account Management	✓
Crisis Management Services	✓
Depression Care (up to 20 sessions of CBT)	✓
Trauma Care (up to 20 sessions of CBT)	✓
Rate	\$4.95 per employee per month



Small Business EFAP Solutions—supporting employee well-being, capability and effectiveness. Learn more about other solutions offered through your Employee and Family Assistance Program (EFAP).

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