



Your Personal Assistant: Let Us Help You Get It Done

Managing the everyday concerns of home, work and family can be overwhelming. Your Personal Assistant services from your Employee Assistance Program can help with a wide range of needs, from finding child or elder care, to questions about education, adoption, making purchases or even finding a home. Call today to talk with one of our research specialists, experts who are trained to handle just about any work-life issue. They will research your question and, in just a few business days, send you a complete packet of materials with all the answers and options you need. The materials can be delivered via email, fax or even second-day air.

These services are provided at no cost to you and your household members and are available 24 hours a day, seven days a week online or by calling a toll-free line.

Contact us anytime for parenting concerns such as:

- Researching a good school district
- Educational resources
- Child care providers
- Vacation planning
- After-school care
- Summer camps and sports programs

Here when you need us.

Call: 866.812.5303

TDD: 800.697.0353

Online: guidanceresources.com

App: GuidanceResources® Now

Web ID: EB3414X

Talk to a work-life expert for help with:

- Moving and relocation
- Purchasing major appliances
- Event or wedding planning
- Caring for pets
- Home remodeling or repair contractors
- Finding a real estate agent
- Diet and nutrition, and more

Go to guidanceresources.com for 24/7 access to online tools, including:

- Timely articles, podcasts, videos, tutorials and slideshows
- Online communities for support and education
- “Ask the Expert” personal responses to your questions