

Employee Assistance Program

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**LYTLEEAP** PARTNERS  
An AllOne Health Company

**Total Well-Being**

**Anytime. Anywhere.**

# SHORT-TERM COUNSELING

- Available to employees and household family members
- Licensed Master's level counselors
- Accessible 24/7
- Via phone, video, face-to-face and text messaging

## For Help With:

- Family Conflict
- Couples/Relationship
- Substance Abuse
- Work/Life Balance
- Stress
- Depression
- Grief
- Anxiety
- Parenting



# Everyday Services for Everyday People



## **WORK-LIFE CONSULTATION, RESOURCE, & REFERRAL**

Adoption, Elder & Adult Care, Child Care, Prenatal & Postnatal Care, Parenting, Special Needs Support, Education, Housing Services, Pet Care, Discount Shopping Program, & Wellness



## **LEGAL/FINANCIAL RESOURCES**

Divorce & Custody concerns, Bankruptcy, Criminal, Budgeting, Estate Planning/Wills, Homebuying, Real Estate, Foreclosure Prevention, Personal Injury, Malpractice, Major Life Event Planning, & Retirement Planning, ID theft



## **MEDICAL ADVOCACY**

Insurance Navigation, Doctor Referrals, Specialist Referrals, Specialist Opinions, Patient Advocacy, Healthcare Transportation, Durable Medical Equipment Coordination, Discharge Planning, Medical Appointment Preparation, Care Transition, Advocacy & Research, Elderly & Aging Issues, Adult Care Coach, & Geriatric Care Assistance

# Everyday Services for Everyday People



## **Life Coaching**

Life Transitions/Enhancing Communication Skills/Improving Communication Skills/Improving Stress and Time Management/Managing Multiple Projects and Demands/Setting Goals and Action Steps/Improving Relationships



## **Personal Assistant**

For help managing everyday tasks on your 'to do' list. Travel/Sports and Recreation /Household Errands/Professional Services/Entertainment Planning/Housing and Real Estate/Cleaning Services/Home Food Delivery



## **Home Safe**

Reimbursement for cab/Lyft/Uber fare in order to get home safe if under the influence. Up to 3 times per calendar year, \$25/incident.





## Lytle Assistance Program

If you are dealing with issues that may affect your personal life or work, the Assistance Program can quickly connect you to experienced professionals.

**Call 24/7: (800) 327-7272**



Assistance Program by Lytle

🌐 [ESPANOL](#) [FRANÇAIS](#)

## Log In

Username

Password

**LOG IN**

[FORGOT YOUR PASSWORD?](#)

Create a **new account** with your company code.

**SIGN UP**



MyLifeExpert is a secure and confidential member portal brought to you by your EAP.



### How can I access MyLifeExpert from my phone?

Scan this **QR Code** or visit **mylifeexpert.com** from your mobile device to download our PWA to your home screen.



Enter your Password Recovery or Activation code

**LOGIN HELP**





## Create an account



Company Code

2

Email

3

Username

duquesne

Don't have a code, contact your HR/Benefits department to request one.

NEXT



RETURN TO LOGIN

Your activity is confidential and will not be shared with your employer.

# Tired or Wired?

## Caffeine and Your Brain

## Need Help?

Connect with a qualified counselor today



**800-327-7272**

24/7 Toll-Free Support



**Live Chat**

8am-5pm EST, Mon.-Fri.

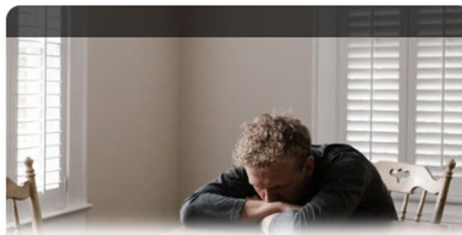


**Online Request Forms**

Counseling & Work-life

### Articles

Get Recommendations!




MY BENEFITS

**LIVE CHAT**


8am-5pm EST, Mon.-Fri.




We're here when you need us, with 24/7 confidential counseling and support.




**Assessments**  
Our assessments focus on wellness and lifestyle issues.




**Calculators**  
Use our calculators to quickly determine payments, savings and more




**Soft Skills Courses**  
Learn effective soft skills with our online courses




**Resource Locators**  
Find local resources in your community




**Welcome to your Marketplace!**  
Enjoy discounts, rewards and perks on thousands of the brands you love.




**Aging & Caregiving**  
Articles, videos and resources on aging




**Childhood & Child Care**  
Information and resources on parenting and childcare



**College Life**  
Learn more about choosing and paying for school, student wellbeing, and getting the most out of college.




**Law & Legal Information**  
Articles and downloadable forms, contracts, and worksheets




**Recorded Webinars**  
Watch free webinars any time, at your convenience.

**Important News From Your EAP!**





EAP Orientation Video

- [Work/Life Blog and On-Demand Webinars](#)
- [Quick Tip Clips](#)
- [Downloadable Handouts & Flyers](#)
- [COVID-19 Resources](#)
- [COVID-19 On-Demand Webinars](#)



**My Benefits**  
Learn more about this program and your benefits.  
Your benefits include the following packages:

 **FINANCIAL CENTER**



**Events Calendar**  
Click here to find upcoming events & webinars



# LIVE WEBINAR SCHEDULE

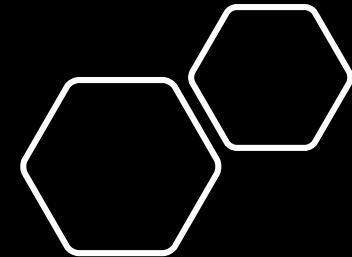
WELL-BEING. DONE WELL.



To register for a webinar, click the desired title and complete the linked registration form.

<u>TITLE</u>	<u>DATE &amp; TIME</u>
<u><a href="#">Managing Your Money in Tough Times</a></u>	Wednesday, Jan 11th 1:30pm-2:30pm EST
<u><a href="#">Exploring the Intersection between Mental Health and Physical Health</a></u>	Tuesday, Jan 25th 12pm-12:30pm EST
<u><a href="#">Minimizing Worry to Maximize your Life</a></u>	Wednesday, Feb 8th 1:30pm-2:30pm EST
<u><a href="#">Creating a Respectful Workplace</a></u>	Thursday, Feb 16th 12:00pm-12:45pm EST
<u><a href="#">Workplace Differences: A Matter of Style</a></u>	Wednesday, March 8th 1:30pm-2:30pm EST
<u><a href="#">Boundaries and Blindspots</a></u>	Tuesday, March 21th 12:00pm-12:30pm EST

Can't attend a desired webinar? No problem...





February 2023



## Creating an Inclusive Environment

"Diversity, equity, and inclusion" are mentioned a lot these days. This month, we focus on inclusion—and how creating a "psychologically safe" environment can help people feel accepted, respected, and secure when sharing ideas or asking for support.

Learn more in this month's article, "Using Psychological Safety to Drive Inclusion."

[READ ARTICLE](#)

### LATEST VIDEO

## Maintaining a Respectful Workplace

We all play a role in creating a respectful environment. Here are a few helpful tips on what you can do to create a healthy, welcoming environment where everyone has an opportunity to thrive.



### SPECIAL FEATURES

Student Article:

## Signs of a Healthy and Unhealthy Relationships

[Read Article](#)

Wellness Article:

## Build an Inclusive Workplace Experience: Consider the Human Factor

[Read Article](#)

Leadership Resources:

## How to Tackle DEI Honestly

[Read Article](#)



Reach out to your Assistance Program  
for personalized support today!

1-800-327-7272

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[www.lytleearp.com](http://www.lytleearp.com)

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