



CHRISTIAN SCHOOLS
INTERNATIONAL

CSI Canada Insurance Plan & Trust Fund

UPDATE

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- New Employee Assistance Program - LifeWorks OneSource

To: Participating Boards
and Eligible Employees

From: Howard Van Mersbergen,
Executive Secretary-Treasurer

New Employee Assistance Program – LifeWorks OneSource

Balancing the demands of work with those of your personal life can be difficult. Stress, work concerns, and coping with personal situations can throw your life out of balance. In this regard CSI is pleased to announce that we are offering a new benefit option called LifeWorks OneSource. This option is available beginning January 1, 2004 on a school by school basis.

What is LifeWorks OneSource?

LifeWorks OneSource is an employee and family support program designed to help your school and you address issues such as work-life balance, employee retention, and productivity. It is a one-stop confidential resource that offers consultation, information, and personalized community referrals, available 24 hours a day, 7 days a week for you and your family members.

What kind of help does the program offer to individuals?

LifeWorks OneSource helps individuals with life, family, money, and work issues, including:

<p>Emotional Well-being finding time for yourself, relationship conflicts, first-time events, grief and loss, depression, stress, marital concerns.</p>	<p>Work Issues co-worker relationships, change in workplace, business travel, career planning, communication skills.</p>
<p>Everyday Issues house sitting, appliance/home repair, buying big ticket items, pet sitter/ pet care, healthy lifestyle, nutrition, exercise.</p>	<p>Parenting and Child Care pregnancy and birth, adoption, child development, step or single-parenting, adolescents, discipline issues, child care options.</p>

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What kind of help does the program offer to individuals? (continued)

<p>Legal Matters divorce, family matters, landlord/tenant, real estate, consumer issues, criminal, debt/credit matters, attorney selection.</p>	<p>Resources for Seniors long-distance caregiving, care options, healthcare information, meal and transportation programs.</p>
<p>Financial Issues budgeting, debt management, investing, insurance options, taxes, retirement planning.</p>	<p>Disability & Accessibility education rights & resources, independent living, accessing services, confronting discrimination, caregiver support.</p>
<p>Education & Schooling homework issues, study habits, college application process and selection, special needs programs, scholarships.</p>	<p>Addiction & Recovery alcohol, smoking, gambling, eating disorders, education, treatment options.</p>

How is this help provided to individuals?

LifeWorks OneSource provides individuals with the following bilingual services:

- **Personal and confidential support.** Individuals have access to a qualified LifeWorks consultant by phone who will work with them to assess their needs, and develop a mutually agreed upon action plan. One experienced consultant works with them personally, and taps into additional resources as needed.
- **Face-to-face counseling.** If required, the LifeWorks consultant may make face-to-face counseling available to them through a well-established network of licensed professionals. A Christian counselor may be requested.
- **Personalized searches and referrals to additional resources.** By sourcing a unique combination of local resources and a centralized database, LifeWorks can help individuals find schools, child care and elder care resources, attorneys, financial planners, credit counseling services, cleaning services, pet sitters, and other services as requested.
- **Referrals to community resources.** LifeWorks can refer individuals to community-based resources to provide them with additional support and assistance.
- **Online resources.** LifeWorks Online Web site offers hundreds of online resources, including online articles and access to educational booklets & audio recordings.

How do we elect this new benefit?

Each school electing to receive the LifeWorks OneSource program can do so by filling out and returning the “Enrolment Form” included in this mailing. The monthly premium per eligible employee rate is \$3.00 for Ontario and \$2.75 for all other provinces. Eligible employees include all those participating in the CSI Canada Insurance Plan.

After receiving your school’s Enrolment Form we will send more information, wallet-cards, and Web site information.