

Improve workplace productivity. Help employees balance work and life.

Aetna Small Group Employee Assistance Program

An Employee Assistance Program (EAP) is a standard part of Aetna's servicing of its small group plans.

Our Small Group EAP is designed to:

- **Better manage health costs**
- **Help maintain employee productivity**
- **Increase employee satisfaction and well-being**

Integrated services to better manage costs and resources

At Aetna, we believe in an integrated, total health focus where an EAP and other services are part of a continuum of care and overall health strategy. To deliver an EAP that meets the needs of small businesses and their employees, we have leveraged our long-standing history as a leader and innovator of health-related programs and services.

Our Small Group EAP offers a cost-effective early point of intervention

We know small businesses rely on every employee to be actively at work and engaged. Our Small Group EAP serves as a cost-effective early point of intervention for many problems and issues before they become unmanageable for employees. By encouraging the appropriate use of behavioral health and medical benefits, plan sponsors can better manage overall benefits costs, while maintaining employee productivity.

Services are confidential, efficient and cost-effective

When employees use the Aetna Small Group EAP, we assess their needs and guide them to resources that can best meet those needs. These confidential services are available either by telephone or on the Web, so employees can quickly find the resources they need. There is no direct cost to employees or their family members for using the services.

Employee use of our Small Group EAP resources and tools enables small businesses to meet their employee needs in an efficient, cost-effective manner.



AETNA AVE

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We want you to know[®]



How our Small Group EAP helps small business plan sponsors help their employees

- **Management and Human Resource assistance.** Unlimited telephonic Management Consultation services provide small business plan sponsors with access to workplace-trained clinicians to consult with when complex employee issues arise.
- **Online Resources.** 24/7 unlimited access to extensive EAP resources on the Web.
- **Emphasis on appropriate care and assistance.** Our goal is to lead plan sponsors and their employees to the right information, assistance and care to address their specific needs. This can help save time and effort, which helps their employees remain productive on the job.
- **Assistance for motivating employees.** We provide tools and guidance such as access to electronic promotional materials that plan sponsors can print to effectively promote employee awareness and use of the Aetna Small Group EAP at their worksite.

Employees can reach the Small Group EAP with a single toll-free call

Confidentiality is the cornerstone of the Aetna Small Group EAP. Knowing their concerns or issues are held in the strictest confidence will encourage employees to “make the call” and make the best use of their employer- sponsored benefits.

- **Personalized service.** One phone call to the toll-free number puts employees in touch with a trained professional who can assess their needs and suggest an appropriate course of action. Available 24 hours a day, 7 days a week, employees can access clinicians and receive three (3) telephonic consultations per employee, and each household member per calendar year for such issues as strained relationships, stress, or substance abuse.
- **Easy access saves time and effort.** Employees can also access EAP resources conveniently on our comprehensive website, www.aetnaeap.com. There, employees are directed to resources quickly, which can help them efficiently manage issues that may otherwise require substantial time and effort.

To access Aetna Small Group EAP, call **1-866-672-5417** or visit www.aetnaeap.com then enter your Company ID: **4BALANCE**

Aetna Small Group provides a comprehensive suite of benefits and addresses a variety of employee health and wellness needs for clients with 50 or fewer employees.

This information is intended for brokers and plan sponsors only.

Aetna is the brand name used for products and services provided by one or more of the Aetna group of subsidiary companies. The Aetna companies that offer, underwrite or administer benefits coverage include: Aetna Health Inc., Aetna Health of California Inc., Aetna Health of the Carolinas Inc., Aetna Health Insurance Company of New York, Aetna Health Insurance Company, Aetna Dental Inc., Aetna Dental of California Inc. and/or Aetna Life Insurance Company. Life and Disability coverages are underwritten or administered by Aetna Life Insurance Company (Aetna).

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Information is believed to be accurate as of the production date; however, it is subject to change.