Employee & Family Assistance Wellness Program

WHAT IS THE EMPLOYEE FAMILY ASSISTANCE PROGRAM? (EFAP)

Lethbridge School District No. 51 has an Employee Family Assistance Program (EFAP) which offers confidential and personal counselling services to all District employees and their dependents.

The program is designed to provide a variety of helpful services to employees whose problems may be affecting their personal and/or work life. It also helps to promote healthy lifestyles by negotiating discount rates with local fitness centers.

WHY DO WE HAVE AN EMPLOYEE ASSISTANCE PROGRAM?

- People have personal problems. Difficulties are frequently caused by personal conflicts or the pressures of dealing with change, with loss or with poor health.
- Helping employees reduce controllable stresses will serve to reduce unhealthy consequences as well...and all benefit.
We are proud to extend to staff covered under ASEBP benefits an Employee and Family Assistance Program (EFAP) through Homewood Health.

The Employee & Family Assistance Program (EFAP) gives you access to a wide range of program and services including:

- Short-term counselling on a variety of topics, such as depression, relationships, anxiety, stress etc.
- Online resources such as e-learning courses, healthy living articles and interactive tools, health assessment etc.
- Lifestyle coaching on topics like nutrition, weight management, career planning

When should you contact Homewood Health to access the EFAP services? When you need help:

- Coping with daily stress and anxiety
- With childcare or eldercare
- With work situations or career planning
- Improving the quality of your relationships
- With any of life’s issues

You can contact Homeward Health for counselling, coaching and support 24 Hours a day, seven days a week at:

English: 1-800-663-1142
French: 1-866-398-9505
TTY (hearing assistance): 1-888-384-1152
International (call collect): 604-689-1717

To learn more about the EFAP services, visit the Homeward Health website:
http://www.homewoodhealth.com/individuals/services/efap

**A more detailed brochure can be found on your employee Dashboard on ADW.

To access member services please sign up at https://homeweb.ca/, it takes as little as two minutes. You will be asked your name, email and to create a password, the next page will ask your employer....it is that easy. Once you are in you can access services, read special articles or take courses to improve your overall wellness.
WHY USE THE ASSISTANCE PROGRAM?

Each of us faces challenges in life...
Sometimes we welcome these challenges, like marriage, job promotion, or moving to a new location. And sometimes we don’t, like divorce, job loss, or a serious illness.

Your Assistance Program can help you prepare yourself to respond to these challenges and be the best you can be. Your Assistance Program:

♦ is a convenient source of information and assistance,
♦ relieves you from the burden of handling issues alone,
♦ can help you from the burden of handling issues alone,
♦ can help you problem-solve and troubleshoot,
♦ offers you encouragement and support during difficult times, and situations, and
♦ is an easy way to get trusted, expert information.

There are three categories of services available to you, within which you’ll find a complete range of options for any issue you may want to address:

1. Counselling:
   
   * Counselling is short-term and focused on problem-solving and finding solutions that are practical and improve the physical and mental well-being of you and your family.

2. Plan Smart—Lifestyle and Specialty Counselling Services:
   
   * With Plan Smart, you can receive information and coaching related to childcare and parenting, elder and family care, financial or legal concerns, career planning, workplace issues, pre-retirement, nutrition and weight management.

3. Online Services:
   
   * Find answers to your questions in the online health information library. Access a variety of specialized interactive online tools and health and wellness assessment.

Privacy and Confidentiality

Everyone who uses the Assistance Program is guaranteed complete confidentiality within the limits of the law and professional counselling guidelines. You don’t need to discuss your call with your supervisor or manager, and your participation is fully voluntary.
WHO IS AN ELIGIBLE DEPENDENT?

The following persons qualify as dependents:

1. a spouse who is:
   - Legally married to the employee, or
   - The employee’s adult interdependent partner who has:
     1) lived with the employee for at least three consecutive years, or
     2) lived with the employee in a relationship of some permanence, if there is a child of the relationship by birth or adoption, or
     3) Entered into a written adult interdependent partner agreement with the employee, as outlined in Alberta’s Adult Interdependent Relationships Act.

2. a child (including a step-child, an adopted child, a child from a recognized relationship, or a child subject to legal guardianship) who is:
   - unmarried and has not attained his/her 21st birthday, or
   - unmarried and is registered as a full-time student at an institute of higher learning (missions are not eligible) and not attained his/her 25th birthday, or
   - unmarried and incapable of supporting himself/herself because of a mental or physical handicap. The child must have been covered by ASEBP before reaching age 21. Proof of incapacity must be provided within 31 days of the date on which the child’s coverage would otherwise terminate (contact ASEBP for details).
   - a child subject to legal guardianship. You must apply for coverage within 31 days of receiving legal guardianship status.

“Healing is a matter of time, but it is sometimes a matter of opportunity.” ~ Hippocrates
Excluded as a dependent is:

1. any child who is not recognized as a Dependent of the employee for provincial health care purposes;
2. any child who is on the Assured Income for the Severely Handicapped (AISH) program;
3. a dependent who is not a resident in Canada; and
4. a dependent who is on active duty in any military, naval or air force of any country, or peacekeeping force.

**Note:** In the case where your child has not reached the age of 21 but has coverage through his/her employer, ASEBP will become second payer.

**Note:** Foster children are wards of the court and, therefore, are not considered dependents.

**Note:** All dependents need to be registered with ASEBP within 31 days of the employee becoming eligible or within the 31-day period following the applicable event (e.g. marriage, birth of a child), otherwise late applicant provisions will apply. If you already hold single coverage, only your dependent(s) would be considered late applicants. Refer to 1) Late application for Life Insurance, Accidental Death and Dismemberment, Extended Disability Benefits and Extended Health Care; 2) Late Application for Dental Care; and 3) Late Application for Vision Care in the General Provisions section of the Benefit Information Handbook for further information.
Did you know ASEBP has a mobile app? View coverage and usage summary or submit claims to your HSA!

This app is available in both the iTunes App Store and Android Apps on Google Play.

https://itunes.apple.com/ca/app/my-asebp/id572576026?mt=8
In an article published by Dr. Susan E. Brown, it is shown that as little as 2 hours per week of high-impact strength training exercises done over the years on a regular basis will significantly reduce the rate of aging bone loss.

Dr. Susan E. Brown, October 24, 2016/Retrieved https://www.betterbones.com/exercise/two-hours-of-strength-training-a-week-improves-bone-density
People who exercise regularly tend to do so because it gives them an enormous sense of well-being. They feel more energetic throughout the day, sleep better at night, have sharper memories and feel more relaxed and positive about themselves and their lives. And it’s also a powerful medicine for many common health challenges.


Recreation services at Lethbridge College includes four international squash courts, two racquetball courts, a fitness-testing centre, dance studio and a therapy centre. Member can take advantage of the fitness centre, complete with strength training equipment, free weights, new portable equipment and machines to improve cardiovascular fitness.

Change rooms are equipped with lockers for rent and newly renovated steam rooms.

Facilities can also be rented for special events.

For more information, please contact recreation services:
Email: recreationservices@lethbridgecollege.ca, Phone: 403-382-6903
RECREATION SWIM PASS:

Allows admission access to Recreational Swim Programs at Nicholas Sheran, Stan Siwik, Fritz Sick, Henderson and Westminster Pools. Use of weight room, hot tub, and sauna, ONLY during recreational swims. Note: Youth must be age 13 or older to use weight room equipment.

If the adult fitness option is added, it also allows admission to Aquatic Fitness Programs, (AquaFit, AquaJog, WaterFit, Condition and Lane Swims) at all the above facilities and the Max Bell Aquatic Center, as well as fitness classes at the Y.W.C.A. (does NOT include Health Club Privileges).

*Prices are in effect as of September 2018 and do not include GST

**A proof of employment form is required. It can be obtained by contacting Stacey Wichers (403) 380-5297 in the Human Resource Department.

HEALTH BENEFITS OF WATER BASED EXERCISE

Just 2 1/2 hours per week of aerobic exercise, such as swimming can reduce the risk of chronic illnesses.

Water-based exercise improves mental health. Swimming has been shown to improve the mood of participants. There is also a positive effect on expectant mothers and their unborn children. Family connection are also shown to improve in families with children having developmental delays.

RECREATION EXCELLENCE CONTINUED

FITNESS ADVANTAGE SWIM PASS:
Allows access to all recreational swims, fitness aquatic programs (Aquafit, Aquajog, Waterfit, Condition & Lane Swims) at Nicholas Sheran, Stan Siwik, Fritz Sick, Henderson Lake, Westminster and Max Bell Pools. Anytime access to weight room, hot tub, and sauna during regular facility operating hours, Y.W.C.A. fitness classes during public scheduled times (does NOT include Health Club privileges).

SWIM/SKATE COMBO RECREATION PASS:
Allows access to recreational swim programs (Open & Family Swims) at Nicholas Sheran, Stan Siwik, Fritz Sick, Henderson and Westminster Pools. Use of weight room, hot tub, and sauna only during recreational swims. Recreational Skate programs; public, family, beginner, parent and tot and adult at all City of Lethbridge arenas, including the Enmax Center.

For pool schedule information please see:
http://www.lethbridge.ca/Things-To-Do/Aquatics-Pools/Pages/default.aspx

Healthy eating includes keeping portions in check. Use your hand to visually judge your portions.
RECREATION EXCELLENCE CONTINUED

PRICES DO NOT INCLUDE G.S.T.

All passes can be purchased at Nicolas Sheran, Fritz Sick & Stan Siwik Pools, as well as the Henderson Outdoor Pool during summer operation.

A proof of employment form is required. It can be obtained by contacting Stacey Wichers: (403) 380-7391 in the Human Resource Department for District No. 51.

For any inquiries please contact the Administrative Assistant for Recreation Excellence at: (403) 320-3054.

<table>
<thead>
<tr>
<th>Category</th>
<th>Reg. Price</th>
<th>SD#51 Pay</th>
<th>Client Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior</td>
<td>$49.00</td>
<td>7.35</td>
<td>$36.75</td>
</tr>
<tr>
<td>Adult</td>
<td>$63.75</td>
<td>9.6</td>
<td>$47.80</td>
</tr>
<tr>
<td>1 Parent Family</td>
<td>$103.00</td>
<td>15.45</td>
<td>$77.25</td>
</tr>
<tr>
<td>Family</td>
<td>$134.00</td>
<td>20.1</td>
<td>$100.50</td>
</tr>
</tbody>
</table>

1 Month

<table>
<thead>
<tr>
<th>Category</th>
<th>Reg. Price</th>
<th>SD#51 Pay</th>
<th>Client Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior</td>
<td>$92.75</td>
<td>13.95</td>
<td>$69.55</td>
</tr>
<tr>
<td>Adult</td>
<td>$118.50</td>
<td>17.75</td>
<td>$88.90</td>
</tr>
<tr>
<td>1 Parent Family</td>
<td>$159.75</td>
<td>24</td>
<td>$119.80</td>
</tr>
<tr>
<td>Family</td>
<td>$216.25</td>
<td>32.45</td>
<td>$162.20</td>
</tr>
</tbody>
</table>

3 Month

<table>
<thead>
<tr>
<th>Category</th>
<th>Reg. Price</th>
<th>SD#51 Pay</th>
<th>Client Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior</td>
<td>$164.75</td>
<td>24.75</td>
<td>$123.55</td>
</tr>
<tr>
<td>Adult</td>
<td>$195.75</td>
<td>29.35</td>
<td>$146.85</td>
</tr>
<tr>
<td>1 Parent Family</td>
<td>$231.75</td>
<td>34.8</td>
<td>$173.80</td>
</tr>
<tr>
<td>Family</td>
<td>$329.75</td>
<td>49.5</td>
<td>$247.30</td>
</tr>
</tbody>
</table>

6 Month

<table>
<thead>
<tr>
<th>Category</th>
<th>Reg. Price</th>
<th>SD#51 Pay</th>
<th>Client Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior</td>
<td>$298.75</td>
<td>44.85</td>
<td>$224.05</td>
</tr>
<tr>
<td>Adult</td>
<td>$360.50</td>
<td>54.05</td>
<td>$270.40</td>
</tr>
<tr>
<td>1 Parent Family</td>
<td>$443.00</td>
<td>66.45</td>
<td>$332.25</td>
</tr>
<tr>
<td>Family</td>
<td>$618.00</td>
<td>92.7</td>
<td>$463.50</td>
</tr>
</tbody>
</table>

12 Month
LETHBRIDGE FITNESS
1007 3rd Avenue North
403-320-1781
lethbridgefitness.ca

SERVICING MEMBERS IN
LETHBRIDGE FOR OVER 25 YEARS

EMPLOYEE COST

$9.95/Bi-Weekly

* L.S.D. 51 employees & spouses only. $30 admin fee may apply.

FACILITY HOURS:
Monday - Friday  5am - 11pm
Weekends       8am - 8pm

ALWAYS
DIFFERENT,
ALWAYS NEW

Fitness Classes Included
Executive Changerooms
Infra-Red Sauna
Professional Personal Trainers
Barre
TRX Bootcamps
Hot Yoga, Yoga, Spin
KIDZ KLUB - Babysitting Service
Sunseekers Tanning Salon
Booster Juice
WELLNESS PROGRAM

ASEBP On-Line Health Service
- Apple-A-Day

Being a member of ASEBP means that you and your dependents now have a new benefit. As part of your ASEBP coverage, and available through our newly re-designed website, you have exclusive access to an exciting health information source.

Apple - A - Day.

Apple-A-Day connects you to reliable health and medical information from Organizational Health Inc. and it's ready 24-hours a day - when you need answers to health concerns. The site is filled with interactive programs and services to help you and your family better manage your health needs.

For example, in the Diseases & Conditions section, you'll find tips on treating more than 150 common health concerns. In the Health Programs & Tools section, you'll see advice on when to self-treat and when to seek medical help. You'll also appreciate the personalized features that help you plan, manage and track your health goals in areas such as exercise, nutrition, stress, and headaches.

Check out this ASEBP service today by logging into www.asebp.ab.ca and clicking the apple-a-day apple.

Why not start by taking the “Health Risk Assessment.” This brief assessment can help you understand where you are doing well and where your lifestyle may need improvement.
For my information please contact
Stacey Wichers at:
Phone: (403) 380-5297
Fax: (403) 320-5706
Email: stacey.wichers@lethsd.ab.ca

Although every effort has been made to update the wellness handbook for the 2017-2018 school year, the District is not responsible for fee increases or changes in services that we are not made aware of.