



March 26, 2020

To: Texas A&M AgriLife

Subject: Texas A&M AgriLife's Employee Assistance Program - Guidance Resources - Information and Access Details

We've seen lots of information over the past several weeks advising us how to protect and care for ourselves by distancing socially from one another; washing our hands for 20 seconds throughout the day; as well as information and resources to educate us on COVID-19. This email is a little like that - sharing resources to help you take care of yourself, as we all undergo changes and challenges in our lives.

Guidance/Resources, TAMUS' Employee Assistance Program offers online training and has resources to help employees deal with all kinds of issues from parenting to COVID-19 to working remotely. This email is a reminder that there are numerous resources on this site to provide you with information, educate you on a variety of topics, list discounts available to you and, provide an opportunity to email or speak with a Guidance/Resources counsellor.

Resources available online or in person (via telephone).

Website: <http://www.guidanceresources.com>

1. Choose the *Register* tab* and enter the TAMUS Organization Web ID: *TAMUS*
2. On the *Company or Organization Identification* page, select your Agency
3. Complete your *Registration Profile*, including selection of your user name and password
4. *For future access, just choose *Login vs Register* on the homepage and access resources directly

If you prefer to speak to someone directly, choose the phone number based on your employment status:

- Active Employees 1-866-301-9623
- Retirees 1-833-306-0105

Resources include information on

- Wellness
 - o Understanding Your Employee Assistance Program
- Work & Education
 - o Manager Guidance
 - o Personal Development
- Lifestyle
 - o Computers & Electronics

Click the *More* icon for additional resources on *Discounts* and *On Demand Training Videos*

Texas A&M AgriLife Administrative Services | <https://agrilifeas.tamu.edu/hr/>