
ADIRONDACK EMPLOYEE ASSISTANCE PROGRAM

Legal and Financial Services Program

Legal Benefits:

- **Legal** - Each member is entitled to one (1) initial **thirty-minute** office or telephone consultation per separate legal matter at no cost with a **network attorney**. In the event that you wish to retain a participating attorney after the initial consultation, you will be provided with a preferred rate reduction of **25%** from the attorney's normal hourly rate.
- **Identity Theft** - Benefits include a 60-minute free consultation with a highly trained Fraud Resolution Specialist who will conduct emergency response activities to assist members with restoring their identity and good credit. Each member receives a free "ID Theft Emergency Response Kit" and professional coaching that assists with the efforts to dispute fraudulent debts that result from ID theft.
- **Mediation** - Each member is entitled to one (1) initial **thirty-minute** office or telephone consultation per separate matter at no cost with a **network mediator**. In the event that the member wishes to retain a participating mediator after the initial consultation, they will be provided with a preferred rate reduction of **25%** from the mediator's normal hourly rate.

Financial Services:

- **Financial** - Each member is entitled to no cost telephonic consultation with CLC's staff model **financial counselors**. These services are provided by seasoned financial professionals and licensed CPA's. Telephone consultations are generally limited to **thirty minutes** per issue. Local referrals are available for more complex financial planning issues.
- **Tax Consultation and Preparation** - Members are entitled to receive up to **thirty minutes** of telephonic income tax planning related consultation per year on each separate tax issue they encounter. All personal income tax documents are prepared by a CPA at a preferred rate reduction of 25% from the CPA's normal fee.

These services are available to every employee who is eligible to use EAP. To get started with your consultation, simply call . Select option 1 for Legal/ID Theft or option 2 for Financial. Inform the representative that you are a member of Adirondack EAP and provide the name of your employer.

Website Services:

- **Website** - Each member shall be provided with unlimited access to the CLC Web Site and its services which include state specific fillable legal forms, more than 45 financial calculators, professionally written articles, FAQ's and much more. Go to www.clcmembers.com, click "Sign in", then enter the username: ADKEAP and the password: legal.

Matters involving disputes or actions between members and their employer, CLC or its plan sponsors, agents or their officers, directors or employees are specifically excluded from eligibility of this plan. Also excluded are matters that, in the attorney's opinion, lack merit. Court costs, filing fees and fines are the responsibility of the member.