

# Work-Life Services

## for NYS Employees



### EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance Program (EAP) helps employees and their families address work, family, and personal issues so they can live healthier, happier, and more productive lives. Specially trained EAP Coordinators, located in agencies and facilities statewide, provide employees with an individual assessment and customized referrals to local resources for additional help. EAP services are free and confidential.

#### WHAT CAN EAP HELP WITH?

- Family and relationship problems
- Stress, physical, and emotional concerns
- Alcohol and other drug problems
- Health insurance questions
- Identifying local resources for child care, elder care, legal, and financial services
- Wellness programs

For practical help from people you trust, please contact your EAP Coordinator.

[www.worklife.ny.gov/eap](http://www.worklife.ny.gov/eap) • 800-822-0244 (available 24/7)  
[nyseap@eap.ny.gov](mailto:nyseap@eap.ny.gov)

### NYS-BALANCE

To make your life less complicated, you and your family have access to support through NYS-Balance. When you call the toll-free number, you will be assisted by a qualified consultant who will respond to your request thoroughly and promptly. When you log on to the NYS-Balance website, you'll find an abundance of useful resources, articles, links, and interactive tools.

#### NYS-BALANCE HIGHLIGHTS

- Resource and referral for issues related to work, family, daily life, finances, health, and well-being
- Prompt response to your request
- Available 24 hours a day, 7 days a week
- Always confidential
- No cost to you or your family
- Contact a consultant, describe the services you need, and get a detailed list of referrals that have current openings/availability

[www.nysbalance.ny.gov](http://www.nysbalance.ny.gov) • Username: nys • Password: balance  
866-320-4760 • TTY/TDD: 866-228-2809



[www.worklife.ny.gov](http://www.worklife.ny.gov)



ANDREW M. CUOMO, Governor,  
State of New York

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(CONTINUED ON REVERSE)

*Balancing work, home, and life*



## Balancing work, home, and life

### PRE-RETIREMENT PLANNING

Pre-retirement planning information is available to Executive Branch employees both online and at seminars. Online, employees can access a printable version of the comprehensive Self-Help Guide to Pre-Retirement Planning, a checklist, monthly tips, a resource list, helpful links, and videos. DIRECTIONS seminars provide information on planning and the benefits available to state retirees.

#### WHAT TOPICS ARE COVERED?

- Planning for retirement
- NYS pension
- Health insurance coverage
- Social Security
- NYS Deferred Compensation Plan
- Medicare

DIRECTIONS seminars are held around the state for employees who are within five years of retiring. For more information on seminar schedules, please contact your human resources office.

[www.worklife.ny.gov/preretirement](http://www.worklife.ny.gov/preretirement)  
[worklife@goer.ny.gov](mailto:worklife@goer.ny.gov)

### FLEX SPENDING ACCOUNT

The Flex Spending Account (FSA) offers two benefits that allow employees to pay for expenses with pre-tax dollars:

- **Dependent Care Advantage Account (DCAAccount)** for child, elder, or disabled dependent care expenses necessary to enable you to work
- **Health Care Spending Account (HCSAccount)** for eligible health care expenses not reimbursed by health insurance or other benefit plans

#### WHY ENROLL?

Save on federal, state, city, social security, and medicare taxes and keep more hard-earned dollars in your pocket.

#### HOW CAN I ENROLL?

Eligible NYS employees enroll during the open enrollment period each fall or during the year if they experience a qualifying Change in Status.

[www.flexspend.ny.gov](http://www.flexspend.ny.gov) • 800-358-7202

### NYS-RIDE

NYS-Ride is a pre-tax benefit that allows employees to save money on public transportation expenses used to commute to work.

#### WHY ENROLL?

Save on federal, state, city, social security, and medicare taxes while helping to sustain the quality of the environment.

#### HOW CAN I ENROLL?

Enroll anytime if you are an eligible NYS employee receiving biweekly paychecks.

[www.nysride.com](http://www.nysride.com)

866-428-7781 • TTY/TDD: 866-353-8058

### WORKSITE CHILD CARE CENTERS

The NYS Worksite Child Care Centers are licensed by the State of New York and many have achieved national accreditation. Each center is a separate not-for-profit organization with a volunteer board of directors that sets policy and oversees program management.

#### WHAT IS OFFERED?

- Peace of mind that comes from having your child close by
- Hard-to-find infant care, part-time care, toddler, and preschool programs
- Summer day camp programs for school-age children at many centers
- Enrollment priority to children of state employees
- Developmentally appropriate programs
- Assurance your child is in a licensed center
- Opportunity for mothers to return to work and continue nursing
- Opportunities for state employees to serve on a board of directors

A listing of child care centers is available on the website.

[www.worklife.ny.gov/childcare](http://www.worklife.ny.gov/childcare)

[worklife@goer.ny.gov](mailto:worklife@goer.ny.gov) • 518-473-8091