

# **Employee Assistance Program (EAP)**

**TELUS Health** is the Employee Assistance Program (EAP) for all Kawartha Pine Ridge District School Board employee! It is an exciting and innovative well-being solution that supports you with a confidential and well-being resources, available 24/7 by phone, online, and by mobile app.

## How to sign-up with TELUS Health:

Upon hire, you will receive an email to you KPR email from TELUS Health One inviting you to join.

- 1. Click the "Join Now" button contained in the email.
- 2. Create your account by entering your name, KPR email address, and creating your own personal password.
- 3. Accept the Terms and Conditions and click "Sign-Up" to complete your account registration.
- 4. You will then be redirected into the EAP portal to access available resources.

Please note this email and link will expire. If you require anything link, please email <a href="mailto:hr\_info@kprdsb.ca">hr\_info@kprdsb.ca</a> and we can get one sent to you.

### How to access TELUS Health resources after you have signed up:

- 1. Call toll free: 1-877-207-8833
- 2. Visit the website: <a href="https://kprdsb.lifeworks.com/">https://kprdsb.lifeworks.com/</a> and log-in to your account using your KPR email and personal password.
- 3. Download the TELUS Health One app and log-in using your KPR email and personal password.

### Forgot your password?

- On the TELUS Health One log-In screen, click "Forgotten your password?" to reset.
- You will then receive an email from "TELUS Health One" with the subject "Your forgotten password request".
- Click the "reset your password" button in the email.
- Enter your new password.

### Still having trouble accessing your account?

- Unsure if you have signed-up?
- Require a new link to sign-up?
- Need assistance logging-in?

Please email hr\_info@kprdsb.ca for future assistance and any additional questions.