

Quick Guide to GuidanceConnect

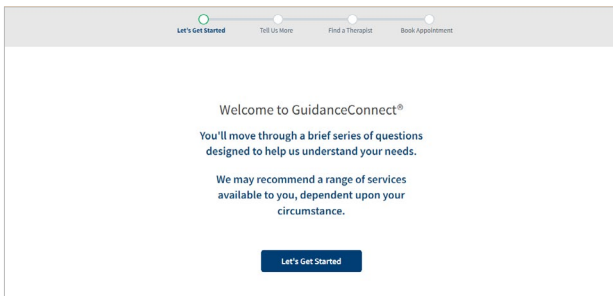
Anytime Access to Employee Assistance Program Counseling

The GuidanceConnect menu on GuidanceResources® Online makes it easy to select a counselor and schedule sessions, whenever you need to, from your home, office or anywhere else you have computer access.

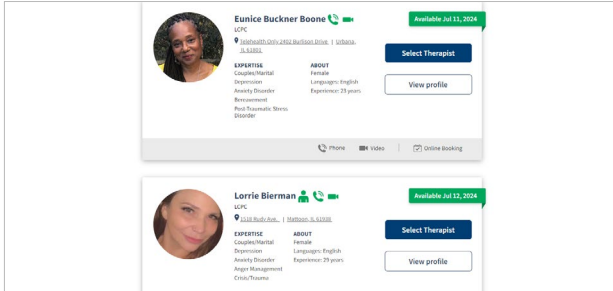
To get started:

Log on to guidanceresources.com using your user name and password. First-time users can register using Organization ID: **State of Delaware**.

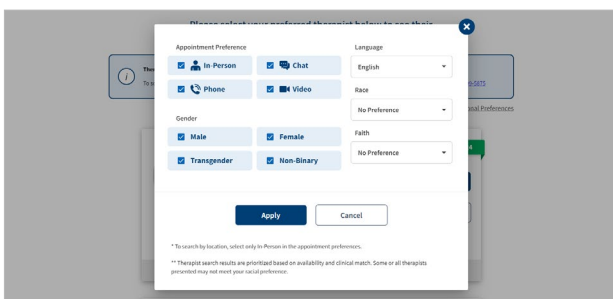
On the homepage, under the **Connect to Care** menu, select **Schedule a Therapy Appointment**.



- A brief overview screen will appear.
- Click **Let's Get Started** and answer a short series of questions about your needs.



- The following page will display therapists who fit your needs, listing those with the earliest availability first. Use the list to view the therapists' profiles and then select your choice to schedule an appointment.



- Need to narrow your options? With the **Additional Preferences** button at the top of the page, you can select options such as in-person appointments only.

Have questions or an issue with connecting to care? Call your toll-free number **877.527.4742** for immediate assistance.



24/7 Live Assistance:
Call: 877.527.4742
TRS: Dial 711



Online: guidanceresources.com
App: GuidanceNowSM
Web ID: State of Delaware

