



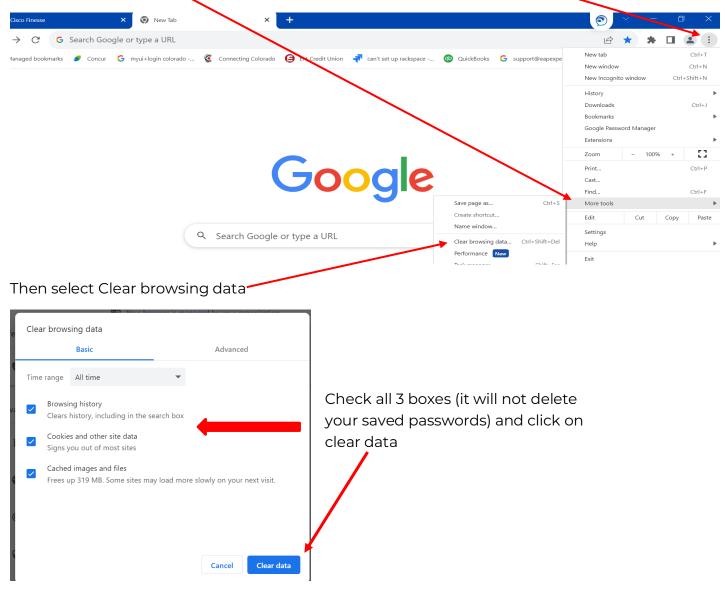
## Welcome to the new look website. Let's get started......

Please follow these steps to download the new site to your phone or computer.

**Step #1**. If you have logged into **ProfileEAP.org** before, you will first have to **clear your cache** in order for the new website to load.

### To clear your cache:

Open your browser (chrome preferred) and click on the 3 little dots at the top right of the browser then select More Tools



### Once you have cleared your cache go to **<u>ProfileEAP.org</u>.** Then you will see this screen:



# Welcome To Your Work Life Portal



### Call: 1-800-645-6571

If you are experiencing a life-threatening situation, please call 911 or immediately go to an emergency room

Providing resources for members to live happier and healthier lives.

#### Your organization has partnered with us to give you access to:

- Self Help Portal
- · Child and Eldercare Consultation
- Work Life Resources and Referral
- Legal and Financial Consultation

### Log In:

Browse benefits, request services, explore self-help content and enjoy 24/7/365 access.

- Current Portal Members:

  - Please fill in the email and password associated with your old account
  - You will receive an email to finish activating your new
- New Portal Members:
  - This means you did not have an account in the old portal Please use the sign up link to create an account

If you have already set up you account on the new portal, simply enter your email and password to get back in.

Required \*

Email \*

Email

Password \*

Password

#### Log In

Sign Up | Forgot Password | Email Support



#### Employees

If you are experiencing a mental health or suicide-related crisis or to help a loved one through a crisis: Call 988 for the National Suicide Prevention & Crisis Lifeline or 1-844-493-8255 for the Colorado Crisis Service Line or text "TALK" to 38255 Click here for <u>MORE INFORMATION</u> on the Colorado Crisis Services 24/7 hotline Crisis counselors & professionally trained peer specialists are available to immediately provide help.



**Managers and Leaders** 

If you have an associate in crisis and in need of support or if you recently experienced a workplace disruptive event. Please call 800-645-6571 and ask to speak with the "on-call EAP

Specialist"

(EAP specialists are trained in immediately helping leaders with behavioral risk situations)



To register for your free, CONFIDENTIAL counseling, or call Profile EAP at 1-800-645-6571

REQUEST COUNSELING



Profile EAP Webinars & Support Groups Tool-building webinars for your well-being. To attend a seminar or webinar view the schedule.

#### VIEW & REGISTER

### **Step #2** Enter the email address you prefer to use and use your company code **CSD11**

Call: <b>1-800-645-6571</b>	Log In:
If you are experiencing a life-threatening situation, please call 911 or immediately go to an emergency room.	Browse benefits, request services, explore self-help content and enjoy 24/7/365 access.
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	Email • Email
	Password * Password
	Log In Sign Up   Forgot Password   Email Support

**Step #3** – you will see this message. An email will be sent to your address requiring you to reset your password.

This is your first time on the new site so v	ve sent you an email to reset your password.
LifeExpert	
Welcome To Your Work Life Portal	
If you are experiencing a life-threatening situation, please call 911 or immediately go to an emergency room. Providing resources for members to live happier and healthier lives.	Log In: Browse benefits, request services, explore self-help content and enjoy 24/7/365 access.
Your organization has partnered with us to give you access to: • Self Help Portal • Child and Eldercare Consultation • Work Life Resources and Referral	Current Portal Members, Welcome to your improved self-help portal! You no longer need to remember your username for the site. You can now use your email address in which you created your account. You will be prompted

Step #4 – This is the email you will get. If you didn't receive this email - Please check your spam or junk mail for it – then click on reset password



### **Step #5** – Type in your new password and click on change password

🛱 Import favorites   🎦 ManagedBookmarks 🛛 🔅 Centura Health App	
Select Language V	
Reset Your Password	
New Password	
New Password	
2023 © LifeExpert. All rights reserved.	Change Password

**Step #6** – You will be redirected back to the site. Enter your email address and new password and click login

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		an emergency room Providing resources for tembers to live happier and healther lives. Your organization has pattnered with us to give you access to: • Self Help Portal • Child and Eldercare Consultation • Work Life Resources and Refered	Browse benefits, request services, explore self-help content and enjo 24/7/365 access. Current Portal Members. Welcome to your improved self-help portal! You no longer need to remember your usersmare for the site. You can now user your of address in which you created your account. You will be prompted to change your password, on your first log in. Required * Email Frame - Password Log In			

If you have any difficult getting in – please click on email support for technical assistance

# You're all set.....enjoy the new site!

