

# My CADA 360

Retiree Edition

## Employee Assistance Program (EAP)

### LifeWorks

Don't struggle alone! Get confidential, private support for any work, health or life concern through the LifeWorks well-being platform.

You have access to EAP services and thousands of well-being resources – articles, assessments, podcasts, audio recordings – customizable to topics of interest to you. This is included in your employee benefits coverage, there is no additional cost to you.

You can use the app or web portal or call the toll-free number shown below. To use the app or web portal, you'll need to sign up using a unique invitation that you'll create using the instructions in the box below.

Download the app now, just search for "LifeWorks".



English 1-800-387-4765

French 1-800-361-5676



If you've already signed up for Lifeworks:

[login.lifeworks.com](https://login.lifeworks.com)

Signing up is easy – all you need to create your unique invitation code are your CADA 360 plan number and member ID, your birthdate, and a device to log in to.

1. Go to the invitation link:  
[login.lifeworks.com/signup/invitation](https://login.lifeworks.com/signup/invitation)
2. Your unique 20-character invitation code must begin with **RET-**, followed by *your CADA 360 plan number + the last 6 characters of your Member ID + the DDMM of your birthday*. Do not enter any spaces. Here's a sample:

**RET-05512300A3012406**

Enter exactly as shown above	Plan Number 6 digits	Member ID 6 characters	Birthday DDMM 4 digits
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Enter the 6 digits of your CADA 360 plan number shown on your benefits card.

Only enter the last 6 characters of your Member ID. Add zeros to the front to get a total of 6 characters.

If your birth date or birth month is a single digit, add '0' so that there are 4 digits in DDMM (Example: June 24<sup>th</sup> is 2406).

3. Once you're in, you'll see 'CADA Retiree' in place of your name. Update your personal details.
4. Click submit and you'll enter the site. Save your credentials for your next visit.