

## *What is the Employee Assistance Program?*

Each of us faces a variety of problems in our daily lives. Usually, we can work them out ourselves. But sometimes a problem comes along that becomes too much for us to handle. It affects our work, our personal happiness, or our family. When that happens, we often need professional help.

The Employee Assistance Program is a confidential

counseling service providing professional help to employees and their family members for any type of personal problem. EAP services include initial assessment, short-term counseling, referral and follow-up. The EAP is staffed by licensed professional counselors who are experienced working with a wide range of personal problems.

## *What kinds of problems does the EAP help with?*

Human problems—the kind that affect personal health and happiness, and eventually work and family life: stress, couples, parent/child, elder issues, financial or legal difficulties, and problems caused by dependency on alcohol or drugs.

Some examples:

- You're worried that your teenager is involved with drugs.
- You're not sure what to do when your elderly parents can't take care of themselves anymore.
- You're not getting along with your partner.

- You are feeling so stressed that you can't concentrate on your job.
- You are worried about your drinking or your spouse's drinking.
- You can't seem to get control of your finances.
- You're feeling down and you can't seem to snap out of it.

We help you obtain the assistance you need for whatever personal stress you are facing.

## *Is the EAP confidential?*

YES. The program is confidential and voluntary. No one will know of your participation unless you

choose to tell them. Nothing is included in your medical record or personnel file.

## *What does it cost?*

There is no charge to employees or family members. If additional professional help is recommended by the counselor, there may be a cost for that service.

Many professional services are covered either partially or totally by health insurance, or accept a sliding fee scale.

## *How does the EAP work?*

You simply call the national toll-free number, 1-800-451-1834. Appointments are available day and evening at a convenient location. There is no waiting list. In case of emergency we can be reached 24 hours a day. The EAP counselor meets with you to discuss your

concerns. The counselor provides short-term counseling when it can help to resolve the problem. If additional assistance is needed, you will be referred to the most appropriate and affordable resource available.