

Employee Assistance Program

...Helps employees and family
members resolve problems.

1-800-EAP 8764

(315) 471-1361

www.eap.ocmboces.org

What Is An Employee Assistance Program?

An EAP is a *free, voluntary* and *confidential* assessment, short-term counseling and referral service for employees and their family members who are experiencing personal or work related problems.

Some Typical Reasons People

Use the EAP:

- Alcohol and/or Drug Abuse
- Emotional Problems
- Stress Management
- Marital and/or Family Conflict
- Compulsive Gambling
- Financial Difficulties
- Aging Parents
- Grieving
- Wellness
- Other Personal Matters

Is the EAP for Me?

At times life can get a bit overwhelming. It is appropriate to seek help with any situation that:

- Occupies considerable time in your thoughts.
- Has you constantly telling yourself, “it’s not really that bad,” or “it will get better with time,” but it hasn’t yet.
- Causes physical symptoms or drains your energy and enthusiasm.
- Makes you wish there was somewhere to turn.

Who Can Use the EAP?



Employees and their immediate family members are eligible to use the EAP services.

Who Will I Talk To?

When you call the EAP you will talk with an EAP Coordinator. Our coordinators are caring, experienced and highly knowledgeable counseling professionals who have been selected for their commitment to treat everyone with sensitivity, respect and concern.

What Services Are Offered?

Assessment/Treatment Planning-

- The EAP Coordinator will conduct a *Whole Person Assessment* and work with you to develop a plan to address your concerns.
- The plan may include short term counseling through the EAP and/or referral to appropriate community resources.

What Services Are Offered?

Short-term Counseling-

- EAP Coordinators will provide short-term (up to five sessions) counseling services when appropriate.
- If it is determined that the presenting issue(s) will require a longer time frame to resolve or would be best addressed by a resource outside the EAP, a referral will be recommended.

What Services Are Offered?

Referral-

- Referrals to outside resources can be requested by you or recommended by the EAP.
- In these situations, your EAP coordinator will make every effort to provide referral options that best fit your needs (financial, location, hours of availability, specialized counseling services, etc).

What Services Are Offered?

Follow up-

- Follow up contact by the EAP Coordinator helps to ensure that you are satisfied with the referral and that any additional needs that may arise are met.

How Much Does It Cost?

- There are no fees for services provided directly by the EAP.
- If you are referred to additional community resources, you are responsible for any of those costs; charges may be on a sliding fee scale or partially covered by your medical insurance plan.

How Confidential is the EAP?

- Your contact with the EAP is confidential to the *fullest degree provided by law*.
- Your involvement in the program is not disclosed to your employer or anyone else without your written permission.
- Absolute confidentiality does *not* apply to child abuse, court orders, or threats to the safety of yourself or others.

How Do I Make An Appointment?

CALL

1-800-EAP-8764

or

(315) 471-1361

Office hours are Monday through Friday from 8:30
a.m. - 4:30 p.m. Other hours may be arranged by
appointment.

Help Is...

NOWHERE

NOWHERE

NOW HERE

NOW HERE