

The ABC's of Your Employee Assistance Program



Provided by Pathways EAP - Human Resources Consultant



860-233-6228

WHAT IS AN EAP?

An EAP or Employee Assistance Program is an organization-sponsored program designed to help employees and family members with some of life's struggles get assistance as soon as possible without jeopardizing their job, future or reputation. The professionals at Pathways EAP offer off-site, easily accessible assistance.

WHO CAN USE THE EAP?

The Employee Assistance Program is available to all employees of the organization and any member of their immediate family.

WHAT PROBLEMS DOES THE EAP DEAL WITH?

Our staff offers individual and group therapy, marriage counseling and child/play therapy. We are skilled in specific problems such as:

*Stress-related disorders
Eating / smoking problems
Alcohol / drug abuse
Families with a terminal illness*

*Marriage conflicts
Parent-child problems
Financial / Legal problems
Emotional disorders / Depression / Anxiety*

HOW DOES THE EAP WORK?

If you need help, call your Employee Assistance Program **HOTLINE | REFERRAL SERVICE at (860) 233-6228**. Press option #1, identify yourself as a "first time EAP caller" and leave a confidential message in our voice mail. If your call is urgent, press "0" and your call will be immediately answered by a trained operator and referred to one of our counselors, who will promptly return your call. After discussing your problem with you and evaluating your particular needs, the counselor will make an appointment with you for a "free-of-charge" assessment session (s).

WHAT WILL HAPPEN AFTER THE FREE ASSESSMENT SESSION(S)?

If you or your family member would benefit from continued counseling, you may wish to stay with the same counselor. If it is more appropriate, you may be referred to another counselor, financial advisor, lawyer, or other community resource.

WHAT WILL THE EAP COST?

There is no charge when you call Pathways EAP and come in and talk with someone for an initial assessment session(s). **Gaylord covers up to 3 sessions**. If you decide to seek further help, charges will, in most cases, be covered by your organization's health insurance plan.

IS THE EAP VOLUNTARY AND CONFIDENTIAL?

The EAP is there for you- and is **TOTALLY CONFIDENTIAL AND VOLUNTARY**. Gaylord wants you to use the program when you or family members have a problem. No service or treatment is ever imposed on you. Your job security will not be affected because you contacted Pathways EAP.