



# Support Leads to Success

## Welcome to your employee assistance program.

Everyone has problems from time to time. Usually, we work them out. But sometimes problems persist, becoming serious enough to affect us both off and on the job. At such times, an Employee Assistance Program counselor is able to help.

### What is your EAP program?

- Your EAP is a free, confidential assessment, short term intervention, and referral service for employees and their household members.
- This program is designed to assist in dealing with problems that affect you at home and at work. Your employer recognizes that employees and their families sometimes need to address problems in a confidential manner with the help of a licensed professional.

### What is your EAP coverage?

EAP makes available a limited number of sessions, depending on what is most appropriate to help address your concern(s). This special benefit may be used by you and your household members. Sometimes help beyond EAP is required; in those cases, we can help you access the best resources available for problem resolution.

- Employees/household members are eligible
- Private and confidential
- No fees (unless referred outside the EAP)
- Licensed, professional staff
- You can also reach an EAP counselor on the phone 24 hours a day for urgent issues by calling the 800 number

### Will the counselor keep my problem confidential?

Yes. Absolutely. Confidentiality is a requirement and a guarantee we make to all employees. Without it, the EAP wouldn't work. Every counselor knows this rule.

No information goes anywhere outside of EAP without your permission unless required by law. Remember, too, that counselors are specially trained in EAP work. They handle delicate issues, and they have the knowledge and skills to assist you toward solving your problems.

### Who can use EAP?

As a current employee, you can. Better yet, so can members of your household. This means that a child away at school, or your spouse, is able to talk to someone in complete confidence. Use of the EAP services will not jeopardize your job or chance for promotion in any way.

### Call us for a free consultation with a licensed professional.



**Healthy Life EAP professionals are available at  
1-800-769-9819  
24 hours a day  
TTY: dial 7.1.1 for TRS then dial  
800.769.9819  
[www.healthylifeeap.com](http://www.healthylifeeap.com)**

## Work/Life Services

Our Work/Life Service offers you information, advice, and support on a wide range of everyday issues—online 24-hours a day. All you need is a company access code from your human resources department and access to the internet. Check out Work/Life Services at: [www.healthylifeeap.com](http://www.healthylifeeap.com)

### Why does your employer offer an EAP?

First, it's smart business. If you're doing well and day-to-day problems aren't a distraction, you are more likely to be alert, motivated and concentrating on your job. This means that you have a more productive organization. Second, it costs more to hire and train new employees than it does to help and keep a current employee. And third, your organization cares about its employees. It's that simple.

**Healthy Life EAP professionals are available at 1-800-769-9819 24 hours a day TTY: dial 7.1.1 for TRS then dial 800.769.9819**



### How can EAP help?

Although Healthy Life EAP will help you through a crisis, it is primarily designed to help you manage the life changes we all experience in areas such as:

- Family or marital relationships
- Death in the family
- Alcohol or drug problems
- Emotional or psychological adjustment
- Depression
- Stress
- Parenting
- Anxiety
- Retirement
- Legal or financial problems
- Work stressors

Healthy Life EAP counselors are trained to deal with a wide variety of problems. They will offer you professional support and direction toward resolving the problem.