

Archbold Employee Assistance Programs

What Is An Employee Assistance Program?

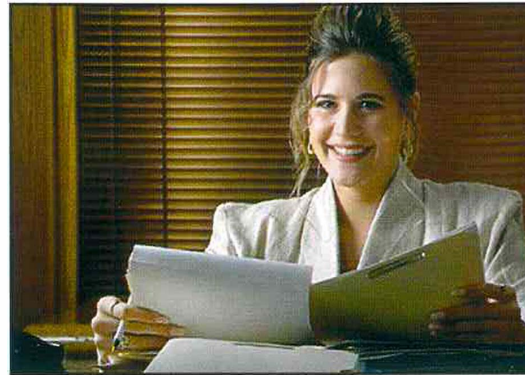
It is as the name says – a program that has been developed to assist employees with problems, regardless of whether the concerns are work-related or not. The Employee Assistance Program (EAP) is a confidential, free, voluntary and professionally administered service to help families resolve problems that might affect their personal lives or job performance.

The EAP Is For You

The EAP is for you, the employee, as well as for your company. This service makes good business sense by helping your employer keep valuable and productive employees.

Your employer has provided this confidential service as one of the many employee benefits you and your family enjoy through your company. This benefit has been developed by your company and fellow employees through the Archbold Employee Assistance Program (AEAP) to help meet the specific needs of each employee in your company.

Everyone faces problems occasionally and can benefit from professional help in resolving those conflicts which are affecting your life. Sometimes, if unattended, our problems can affect our personal happiness, family relations or job performance, and will usually become worse if we don't seek help.



How the EAP Can Help You

Your EAP is called a comprehensive "broad brush" program. This means it can assist you with a variety of problems that can affect us all. These problems could be:

- Individual, Marriage & Family Issues
- Grief & Loss
- Sexual / Physical / Emotional Abuse
- Career Planning
- Alcohol / Drug Abuse
- Legal Assistance
- Financial Assistance
- Psychiatric Assessments
- Elder Care

More About the EAP

The diagnosis, evaluation, short-term problem resolution and referral services provided by Archbold Employee Assistance Program are free of charge to you and your family. This might consist of one or more appointments and include a variety of services. If assistance beyond the resources of the EAP is needed, your medical insurance and other employee benefits will be considered. If insurance or other benefits are not available, we will assist you in keeping costs to a minimum. The costs will be your responsibility, but many service agencies base their fees on ability to pay.

Educational Services

Today's workplace environment requires employers, supervisors and employees to have easy access to current trends in business and industry while staying productive. Archbold EAP provides onsite professional training on such topics as:

- Maintaining Drug-Free Workplace for State Certification
- Sexual Harassment Prevention
- Workplace Violence Prevention
- Stress Management
- Team Building
- Customer Service