GET TO KNOW YOUR

# Employee Assistance Program

Administered by Acentra HEALTH

Your Employee Assistance Program (EAP) is a complimentary service available to you through your employer. The EAP provides counseling sessions at no cost to you, as well as offering a wide variety of services to enhance overall well-being and support healthy work-life balance. Services and commonly addressed issues are described below. The program is completely confidential and available to you, your household family members, and dependents.

## EAP SERVICES & RESOURCES

### IMMEDIATE 24/7 SUPPORT AND GUIDANCE

Master's-level Counselors and Work-life Specialists are standing by 24 hours a day, 7 days a week, 365 days a year to answer any questions about the program, provide in-the-moment guidance, and connect you to any of the resources described below.

### COUNSELING & SUPPORT

Whether you are dealing with stress, anxiety, depression, relationship issues, substance abuse issues, work issues, or other challenges, we can help. Let us connect you with a highly qualified counselor for in-person, phone, or video counseling sessions. You, your household family members, and dependents are eligible for free, confidential counseling sessions.

### ONLINE TOOLS & RESOURCES

The EAP website listed below is your one-stop resource for tools and information designed to address life's pressing concerns. You will find webinars, self-assessments, soft skills trainings, podcasts, articles, and more. Additionally, you can access calculators, childcare and eldercare resources, download legal and financial forms, and more.

### ORGANIZATIONAL SERVICES

Unlimited telephonic consultations are available to leadership to provide solutions to complex individual and team issues, including ways to reduce conflict and address performance and behavioral issues. The EAP also provides immediate guidance and support following a traumatic or critical incident that impacts the workplace, including coordination of critical incident debriefings.

### LEGAL CONSULTATION

Legal concerns can be stressful, costly and often result in lost work time. Reach out to the EAP for a referral for a free 30-minute consultation with a lawyer for any issue (excluding work-related issues). After the 30-minutes, you will receive a 25% discount for additional time and services. General legal information and forms, including a simple will form, can be found on the website.

### FINANCIAL CONSULTATION

Sometimes we don't know where to start when we are having financial issues or need help budgeting, saving, or have other financial questions. Contact the EAP for a free 30-minute phone consultation with a financial expert. Additional information on budgeting, debt management, and getting ready for retirement can be found on the website.

### WORK-LIFE SUPPORT & REFERRAL SERVICES

Let us do the leg work when it comes to researching fitness centers, colleges, adoption services, relocation services, volunteer opportunities, pet care, entertainment, doctors, home repair services, and so much more. Your time is too valuable; our research team is standing by to do the work for you.

### CAREGIVER SUPPORT SERVICES

Are you looking for childcare, summer camps, afterschool activities, or back-up care? Need help finding referrals for assisted living facilities or in-home care for an older parent? We can help. Reach out to speak to one of our Child or Elder Specialists, available 24/7. In addition to referrals, they can offer expert advice and guidance tailored to your area of need.

**CALL TOLL-FREE, 24/7:**
1.800.999.1077

**WEBSITE:**
EAPHelplink.com
**CODE:** EAPNOW

SCAN ME

Scan this QR code using your phone camera to go directly to the EAP website