

# Employee Assistance Program Overview

Information on Employee Assistance Program (EAP) Services and Benefits.

Personal and family problems can diminish your health, your happiness, and your ability to be at your best for yourself and your family. With the help of your EAP, provided by Federal Occupational Health, you can resolve these problems and become happier, healthier, and even more effective at home and at work.

## Convenient Access by Phone or on the Web

Employees can call **1-800-222-0364** (TTY: 1-888-262-7848) from anywhere in the United States to receive immediate assistance, 24 hours a day, 365 days a year. You can also get information and resources online at **FOH4You.com**. There, you will have easy access to educational materials, self-assessment tools, and specific information on available EAP services.

## Financial and Legal Services

FOH's EAP includes **FREE** consultation with financial experts and licensed attorneys to provide assistance with your legal and financial questions.

Services include help with living will and health care power of attorney, housing or real estate matters, estate planning, education funding, retirement planning, and investment strategies.

## Counseling Services

Licensed or credentialed professional counselors provide face-to-face, short-term counseling to employees and family members. Counselors can also provide referrals to community resources based on client needs, health insurance coverage, and financial resources.

## Health and Wellness Presentations and EAP Orientations

Health and wellness presentations and EAP orientations support both supervisors and employees.

Health and wellness presentations include such topics as workplace civility, change and transition, balancing work and life, time and stress management, and more.

The employee orientation sessions discuss the features and benefits of the EAP, how the EAP functions, and how to access and use the EAP. The supervisor orientation includes useful information about when and how supervisors refer employees to the EAP, documentation, crisis management, privacy, and confidentiality.

## Supervisor and Risk Management Consultation

EAP counselors provide guidance and consultation so that supervisors and managers can effectively identify, interact with, and refer employees with performance or conduct issues to the

program. FOH counselors are available 24/7 to discuss performance concerns and the appropriate EAP intervention.

## Crisis Response

Exposure to threats, acts of violence, natural disasters, injury, or death requires immediate response. EAP's national crisis response team assists in management consultations, critical incident services, and follow-up with the organization and individuals is provided as appropriate.

## Confidentiality

The EAP is confidential in accordance with both state and federal laws, including the Privacy Act of 1974 and applicable Confidentiality Regulations (42 CFR 1A2). However, when clients disclose life-threatening situations, such as child or elder abuse, or threats of serious harm to themselves or others, counselors must report these disclosures as required by law.

For more information call us toll-free, or visit us online.



We care, just call.

1-800-222-0364  
(TTY: 1-888-262-7848)  
FOH4You.com