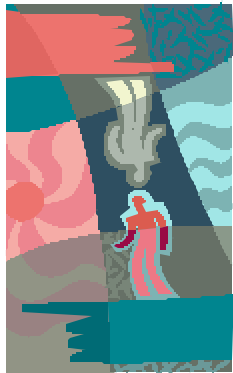




## Employee Assistance Program

*A Resource for UNC Employees and their Families*



Telephone: (970) 351-1507

## Employee Assistance Programs

According to the Employee Assistance Association (EAPA):

An EAP is a worksite-based program designed to assist in the identification and resolution of productivity problems associated with employees affected by personal concerns. Some of these concerns are: health, relationship, family, financial, alcohol, drug, emotional, stress, or other personal concerns that may adversely affect employee job performance.

EAP services are provided by the licensed, professional staff of the UNC Counseling Center and are funded by the Department of Human Resources.



## Employee Assistance Program

Employee Counseling is:

- Confidential
- Personal



- No-cost
  - Convenient
  - Solution-focused
  - Educational
  - Empowering
  - Constructive
  - Respectful
- Stress Relieving
  - Supportive
  - Discreet



## What is the UNC EAP?

The University of Northern Colorado recognizes that its employees are its most important resource. Therefore, as a UNC Employee, you are seen as valuable.

At the UNC Employee Assistance Program, we recognize that all of us have problems in our lives from time to time. There may be times when the difficulties that we are facing preoccupy us. We may be stressed and worried about members of our family, or unhappy with co-workers. These stressors are troublesome and interfere with our lives both at home and at work.



Why would the University pay for you to receive

counseling? Providing care for your most valuable resource makes sense, and it is the right thing to do. Research has shown that when people are happier, they are more creative and more productive in their personal and work lives. Therefore, the University only stands to gain if you are happier and functioning at your best.

## Who Is Eligible for EAP Services?

EAP services are available to all UNC faculty, staff, and their household members. Services include confidential counseling or an assessment and referral to the most appropriate community resource.

## Is There A Charge for EAP Services?

Services are **free** to employees and are funded by the Department of Human Resources.

## Who Provides the EAP Counseling Services?

EAP services are provided by the licensed, professional staff of the UNC Counseling Center, and are funded by the Department of Human Resources.

## Will My Boss or the University HR Department Know I Went to the EAP?

Voluntary attendance for counseling at the EAP is completely confidential, with some legally mandated exceptions, and it is free! All of your information is protected, and nothing will appear in your personnel file. Feel free to discuss these issues with your EAP counselor if you have questions.

Supervisors may consult the EAP when questions arise about helping an employee they are concerned about, or an employee whose productivity has dropped below an acceptable level. Supervisors may refer an employee for an EAP assessment and counseling informally out of concern, or formally as part of a corrective action plan. If EAP attendance is formally required, some of your information will not remain confidential. Typically, this is information about your attendance. Your EAP counselor can explain these exceptions to you.



## Reasons People Use the EAP:

- Difficulties managing stress
- Relationship difficulties
- Conflict with a supervisor or coworker
- Conflict within yourself
- Feeling overwhelmed by change
- Anger control issues
- An alcohol or drug problem within yourself, a significant other, or a coworker
- Sleep Disturbance
- Grief and loss
- Depression
- "New faculty blues"
- Lack of support by family, friends or coworkers
- Anything that is affecting your work performance or reducing your motivation to go to work