



1. Assessment of a personal problem or concern, and assisting you in locating appropriate resources to help.
2. Discuss difficult challenges on the job related to relationships with peers or managers to help you decide on effective ways to improve and build on them.
3. Help you decide what type of mental health professional and counseling approach will work best for you, based on your communication style, goals, and ability to pay.
4. Help with improving communication and morale among your work team by skill-building and other training.
5. Assist you in finding an attorney if you are dealing with divorce, child custody, or other disputes.
6. Meet with your family and conduct an assessment of personal problems in your relationships, and then find resources to provide support and empower change.
7. Help you better manage your finances by referring you to assistance with budgeting, savings, or debt management.
8. Through the interactive website, provide you with financial and legal tools such as loan or budget calculations and sample legal documents.
9. Short-term support and problem solving for a mental health problem like depression to help you cope.
10. Help you find back-up child care in case your regular support system falls through.
11. Post-discharge support from a hospital or treatment program to help you stay motivated and involved in the self-help, recovery, or treatment recommendations.
12. Support and guidance for difficult decisions with long-term consequences for you, your family, or others (e.g., divorce, retirement, or resignation, or choosing to accept a transfer, promotion, or life change).
13. Counseling and facilitation following a critical incident involving death, injury, or an event that could have led to death or injury, and help with resolving fearful emotions and anxiety so memories of these events do not linger or interfere with your life.
14. Provide training or instruction on specialized topics related to workplace productivity like improving communication or managing stress.
15. Explore with you the various option if you care responsible for an older relative, such as assisted living facility, transportation to medical appointments, or meal delivery services.
16. Through our website, provide you with a variety of health, wellness, productivity, and life improvement materials, including articles, calculators, assessments, and videos.
17. Help you and family members identify and address risky behaviors that may be affecting your personal and work/life such as risky drinking or drug use.
18. Talk with you by phone if a face-to-face visit is not possible, is inconvenient, or is not preferred.
19. Provide assessments, support, and guidance to assist you in following through with rigorous, mandatory steps to prevent job loss resulting from policy infractions.
20. (For supervisors) Assist you in understanding how to work effectively with employees and improve their productivity, and how to respond to employees in helpful ways, including EAP support, when personal issues interfere with performance.

Employee Assistance Program (EAP)

There are times when we all need a little help.

An EAP program offers confidential counseling services and resources to help resolve problems that may affect an employee's home or work life.

The District offers the employee assistance program for their employees at no cost. If you are referred to resources outside of the employee assistance program, there may be a cost for which you are responsible. This program is completely confidential and available 24 hours a day, seven days a week.



Lincoln Financial

www.guidanceresources.com

Login: LFGsupport

Password: LFGsupport1

Employee Connect EAP Toll-Free Phone:
1.888.628.4824



EmployeeConnect Services (EAP) – Lincoln Financial Group

EmployeeConnect Employee Assistance Program is available to all employees enrolled in the District's LTD plan. The benefit is available for you and any member of your household.

The EmployeeConnect Employee Assistance Program (EAP) can help you with the following:

- Child care and elder care
- Alcohol and drug abuse
- Life improvement
- Difficulties in relationships
- Stress and anxiety with work or family
- Depression
- Personal achievement
- Emotional well-being
- Financial and legal concerns
- Grief and loss
- Identity theft and fraud resolution

EmployeeConnect helps save you time by providing referrals for important issues such as:

- Child care and elder care
- Adoption
- Daily living
- Education
- Pet care
- Travel

With this program, you are able to receive up to four face-to-face counseling sessions per issue.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

For internal use only- 8/12/2015