

Employee Assistance/Work-Life Program Management Consultations



“ Today’s workplace is complex and brings many challenges to managers and supervisors everyday. Your Employee Assistance Program (EAP) with HMSA provides confidential management consultations with professional clinicians to assist with those challenges. ”

What is an Employee Assistance Program?

The EAP is a confidential, voluntary service that provides professional counseling and referral services. Programs are designed to help employees and family members with personal, job or family related problems. The EAP can help employees and family members to identify, resolve and gain control over personal problems that may be interfering with work and daily life.

Management Consultations

- Unlimited
- Confidential
- Free

MANAGEMENT CONSULTATIONS:

Are provided at no additional cost and can be utilized as frequently as necessary by calling **1-800-767-5320** and requesting to speak to a counselor.

Consultations provide managers/supervisors support, coaching and recommendations to assist with:

- Addressing difficult and sensitive situations.
- Facilitating resolution of work performance issues.
- Conflict Resolution
- Resolving anger management and other high risk situations.
- Providing guidance regarding “Last Chance” or “Return to Work” agreements.

TYPES OF MANAGEMENT REFERRALS:

Informal Referral (recommendation)

- Problem has not impacted job performance.
- Referral is made as an early intervention.

Formal Referral (mandatory)

- Problem is negatively impacting job performance.

If a referral to the EAP is deemed appropriate, the clinician will assist and coach the manager or supervisor through the referral process and help facilitate the appropriate level of referral and care.