

What is the Acme Airlines EAP?

Acme Airlines recognizes that its employees are its most valuable resource, but sometimes personal concerns get in the way of them doing their jobs. That is why we have contracted with XYZ Healthcare, one of the premier providers of EAP services.

The EAP is a professional, confidential service available to help employees and their family members carry out their jobs, meet life's challenges and take advantage of life's opportunities.

Who is eligible to participate?

All employees and their immediate family members may receive services from the EAP.

How do you use the EAP?

Any employee or family member is encouraged to call 1-800-000-0000 for an appointment. Trained professionals are available from 9 to 5 Monday through Friday. There is a 24-hour crisis line if you are in very immediate need.

Is the EAP confidential?

Yes, EAP records are kept separately from personnel files. Any contact with the EAP is strictly confidential.



Can the EAP Help You?

The EAP helps with problems that affect your well being and your ability to perform your job. Some examples are:

- Family/ relationship issues
- Mental health
- Problems at work
- Stress
- Bereavement
- Dependent care
- Financial problems
- Legal problems
- Need for training/ education
- Alcoholism/ drug abuse
- Parenting issues
- Physical health and wellness
- Work/ life balance

Everyone needs some help now and then. In today's fast paced world, juggling work and family and all of the associated demands can be overwhelming. Anyone can need assistance.

Remember you can call the EAP for confidential help.

ACME Airlines EAP



What Will EAP Do For You?

The EAP is a free service. We will talk with you about your situation and try to help you find a solution. With your permission, we can talk with other people at ACME Airlines on your behalf. If your situation needs other kinds of help, we can refer you to a service in the community.

We are here to help you in any way we can. The rest is up to you. Just call for an appointment.

Call the EAP today for a
free and confidential
consultation.
1-800-000-0000

Handout 1 Mock Brochure
EAP Training - Consumers
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Got problems?

Need someone with whom to talk?

Trying to balance work and family?

You are not alone!

That's why we're here and we'd like to help.

Employee Assistance Program