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HRS Benefits Director

Agenda

- 1. Introduction to the EAP
- 2. Referral Services
 - a) Counseling
 - b) Financial
 - c) Legal
- 3. Online Resources
 - a) Work-Life
 - b) Webinars
 - c) Newsletters
 - d) Tip Sheets
- 4. Contact





Introduction

What is the Employee Assistance Program?

- No-cost, confidential support to help with work and life challenges for employees and their adult family members
- Referral services for counseling, legal consultation, financial help, and more
- Resource center to promote employee health, safety, and wellbeing

Visit the EAP WSU Website at https://hrs.wsu.edu/resources/employee-assistance-program/ From here you can access the EAP Website, as well as the EAP Website, which provides additional resources in association with WSU's contracted services with EAP. (Organization Code: WSU)

Referral Services

- 1. Counseling
- 2. <u>Legal Services</u>
- 3. <u>Financial Consultation</u>





Getting Started with EAP Counseling

- 1. Please review and understand your <u>eligibility</u> for services. (see above <u>eligibility</u> section). We get many requests from people not covered by this EAP.
- 2. Submit a Client Intake Form .
- 3. Within 1 business day of receipt of your intake form, we will send you a link to the EAP Intake Calendar to schedule an intake appointment.
- **4.** Schedule your intake appointment and receive an automated appointment confirmation and Teams link for the appointment via email.
- **5.** You will attend the intake appointment through Teams and meet with a Masters-level, licensed EAP Intake Counselor.
- 6. At the intake appointment, you and the EAP Intake Counselor may:
 - Spend 5 to 10 minutes discussing what brings you to the EAP and what you hope the EAP can provide
 - Discuss the concern's current impact on your wellbeing
 - Discuss resources and referrals
 - Identify next steps to support you in your efforts to improve your wellbeing

You can also call EAP Monday through Friday, 8am – 4:30pm at 877-313-4455. They prefer the online intake form, but if you don't have access to a computer or mobile device, someone can assist with this via the above number.

For immediate crisis situation, please call and press "2" vs. completing the Client Intake form. Counselors are available in an emergency 24/7. If it is a life-threatening emergency, please call 911.

Counseling

Personalized Solutions

Financial worries. Aging parents. Job stress. Health issues. **Everyone faces challenges from time to time** — but you

don't have to face them alone. This includes issues like:

- Workplace concerns
- Grief and loss
- Interpersonal conflicts
- Addiction and recovery
- Legal or financial issues

- Stress management
- Mental wellness
- Anxiety, depression, or trauma
- Parenting or eldercare support

How It Works

EAP is easy to access. Contact us and we'll match you with a local professional counselor in-person or by phone. You'll receive FREE confidential support, guidance on a plan of action, and helpful resources. EAP support is short-term and solution-focused.

Your benefit includes up to three sessions, and **covers all household adults**. And, you can use EAP again in the future if new problems arise.





Legal





For access to legal and financial consultation, please call 1-888-728-1408.

To contact EAP for counseling and other services, please call 1-877-313-4455.

For TTY/deaf/hard of hearing: please call via Washington Relay - call 711.



- Articles
- Glossary
- Legal Assist
- Legal Forms
- Online Seminars
- Resources



Washington State Employee Assistance Program Legal Services FAQ

If your life or the life of a family member has been impacted by a legal issue, you may need the expert counsel of an attorney. Your employee assistance program can help with free legal advice from a qualified attorney. Online support is also available with legal forms, a library of legal articles, and even a simple will. Call or visit us online to get the legal answers you need.

FEATURES AVAILABLE

- Free telephonic legal advice from a general practice attorney
- Referral for a free 30 minute consultation with a local attorney with the appropriate expertise. In most cases, discounted services are available
 if you need additional legal support.
- Library of do-it-yourself legal forms, including basic wills, and hundreds of legal articles and tip sheets

WHAT IS COVERED?

- Covered Issues: Family Law, Real Estate/Landlord Issues, Bankruptcy, Adoption, Criminal, Elder Care, Wills/Trusts/Estate Planning, Consumer Issues
- Excluded Issues: Employment as it relates to employees and family members, one's own business, class action lawsuits, taxes



Financial





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Balancing the Budget

Where did all my money go? It's a common question. And the easiest way to find the answer is to establish a simple budget.

Read the Full Article - Balancing the Budget

- Articles
- Audio presentations
- Legal Forms
- Online Seminars
- Resources on
 Wills/Estate Planning,
 Budgeting, Investing,
 Mortgages,
 Bankruptcy, Saving
 for College, etc.



Washington State Employee Assistance Program Financial Counseling and Education FAQ

If you have questions about a financial issue, speaking with a financial expert can help. Your employee assistance program provides you with free consultations with financial experts on everything from credit and debt, to purchasing a home, or saving for retirement. Experts are available without an appointment during regular work hours, and by appointment on Saturdays. We also offer a full selection of financial articles, tip sheets, financial calculators, and other tools to help you get the answers you need.

FEATURES AVAILABLE

- Free consultation with a financial counselor for you or your family members.
- No appointment needed during regular business hours Monday through Friday. Saturday appointments available.
- Online financial calculators, library of articles, and do-it-yourself tools to manage finances.
- Online Will Through a series of questions and prompts, employees can create basic, legally valid wills, quickly and easily.

WHAT IS COVERED?

Covered Issues: Bankruptcy prevention, budgeting, comprehensive financial fitness, credit report review, debt reduction and management, estate planning, financial planning, foreclosure prevention, housing education and purchasing, long-term goal-setting

Excluded Issues: Counseling, advice or comparison of specific financial services or products, Taxes



Online Resources

- 1. Work-Life Resources
- 2. Webinars
- 3. <u>Newsletters</u>

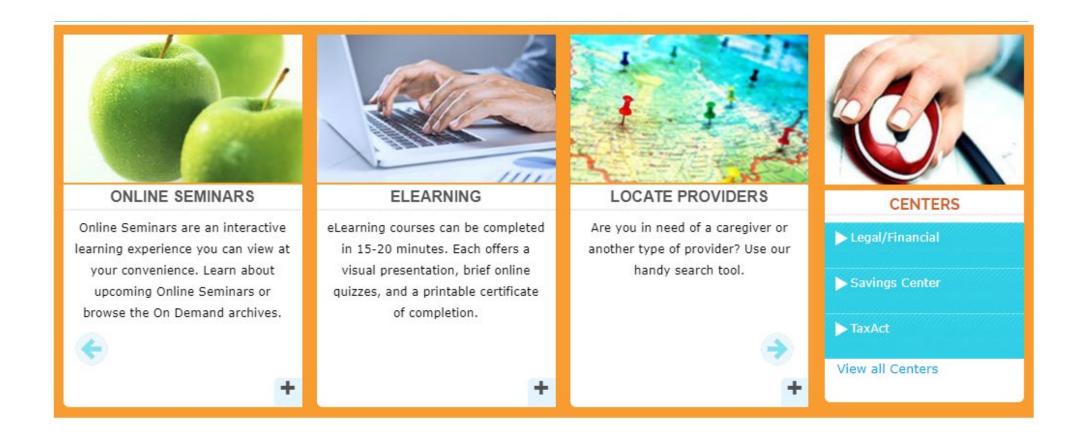


I'm not getting along with my coworker and I've tried everything.

Why do I feel so angry all the time?



Work-Life Resources





Work-Life Resources





Specialized Resources

Career and Professional Development

Eco Anxiety: Strategies to Cope

Racism and Cultural
Considerations for Mental
Health

Caregivers

Adoption

Career Transitions

Suicide Prevention and Intervention

Home Improvement

Grief and Loss

Addiction and Recovery

Travel and Leisure

Moving



Webinars

Live Webinars:

Orientation to the Employee Assistance Program (EAP)

Presented by: Washington State EAP Counselors

Learning Objectives:

- · How to access EAP services
- · What EAP offers to employees
- · Who is eligible to receive services
- Client confidentiality policy
- and more...

Orientations are 30 minutes. Registration in advance is required.

Tuesday, April 11, 2023 – 3:30 p.m.

On Demand Webinars:

Navigating Change in Challenging Times

In our ever-changing world, learning how to navigate change is an essential skill—one that can be developed. In this webinar, we talk about

- · The impact of change.
- Actions you can take to navigate change based on your unique response to stress.
- Resources available to support you.

Handouts:

- My Change Plan
- Self-Care at Work

Watch the webinar on demand: **Navigating Change in Challenging Times** (54 minutes, closed captioned) Download a transcript of the webinar.

Download the Navigating Change webinar presentation slides pdf







January 2023

- · Your behavioral health benefits
- On-demand webinars: Assertiveness and confidence, and EAP orientation
- Research and resources on well-being topics

Available online



November/December 2022

- Financial wellness and your well-being
- · Upcoming EAP orientation webinars
- Upcoming webinars on burnout
- · Research and resources on financial wellness and education

Available online

Welcome to

Perks at Work

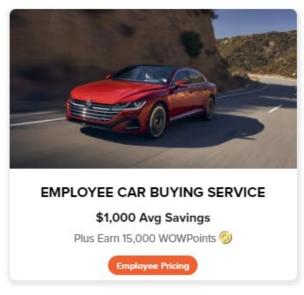
An employee perks program that sources perks that matter to help you live a better and healthier life.

www.perksatwork.com

FEATURED EMPLOYEE PRICING DISCOUNTS

Exclusive Employee Pricing Discounts that are always available.







State Human Resources: Business Resource Groups

<u>Statewide business resource groups (BRGs)</u> bring together groups of employees and their allies who have a common interest or characteristic. All BRGs have a charter, mission, goals and bylaws and contribute to an overall statewide business strategy. BRG members bring their unique knowledge and perspectives, making them an asset to state business needs, such as recruitment and retention.

Groups include:

- Blacks United in Leadership and Diversity (BUILD)
- LGBTQ+ -- Rainbow Alliance and Inclusion Network (RAIN)
- <u>Latino Leadership Network (LLN)</u>
- Washington Immigrant Network (WIN)
- Disability Inclusion Network (DIN)
- Veterans Employee Resource Group (VERG)



Contact:

Employee Assistance Program

1-877-313-4455

Human Resource Services

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