

# **ADM Community School District**

Call (800) 327-4692 to Access Your Benefit

# Employee Assistance Program

# **Get To Know Your Benefits**

Your Employee Assistance Program (EAP) provides a variety of counseling, consultations, resources, and coaching benefits for you and your family members. Your EAP benefits are **cost-free** to you, **confidential**, and available **24/7/365**.

- We Can Help With:
- Stress Management
- Relationship Concerns
- Personal Growth
- Anxiety or Depression
- Legal Issues

- Identity Theft
- Tax Questions
- Elder Care
- Financial Concerns
- Budgeting and Debt

# EAP Benefit Summary

### **Phone-Based Support**

### unlimited

Call us any time you have an issue, concern, or question. You have 24/7 access to masters-level clinicians.

#### Telephonic Financial Consultation

# 1 30-min session per issue

Speak with a financial professional about each separate issue, and access a free financial check-up, financial library, and a variety of other financial tools by visiting <u>efr.org/financial</u>.

#### Identity Theft Resolution Services

### as needed

Receive assistance with restoring identity and good credit from a highly trained FCRA certified fraud resolution specialist or licensed attorney.

# In-Person or Telehealth Counseling

*3* sessions per issue per year

Arrange in-person counseling sessions with a licensed mental health therapist near your home or work. Each family member is eligible.

# In-Person or Telephonic Legal Consultation

# 1 30-min session per issue

Meet with a licensed attorney with expertise in your area of need. Visit <u>efr.org/legal</u> for more information regarding retention and self-help legal documents.

# **1:1 Nutrition Consulting**

# 3 hours with a dietician

Access one-on-one telephonic nutrition consulting designed to help you establish healthy habits, meal planning, and assist in reaching weight goals.

# **Telephonic Life Coaching**

# *3* sessions per year

Speak with a life coach and receive tailored advice on matters involving time management, work-life integration, goal setting, communication skills, and other areas of personal growth.

# **Child/Eldercare Resources**

### as needed

Access information, referral resources, and support involving the care for your children or aging family members.

# 1:1 Retirement Readiness Consultation

#### 4 sessions

Meet with an independent financial advisor for a multistep consultation process helping with your long-term financial planning goals.

Life Happens. We're Here to Help.

Get Connected:

505 Fifth Ave, Suite 600





# **Understanding Your EAP Benefits**

EFR is dedicated to helping people manage life's challenges so they can reach their full potential.

# When should I call the EAP?

Call **800-327-4692** whenever you are experiencing one of life's challenges. We are available 24/7/365.

# What happens when I call?

A representative from EFR will answer your call. The representative will gather demographic information and help you connect with an EAP counselor.

You will be connected with a masters-level clinician to discuss your issues, concerns, or struggles.

# What happens when I see the EAP counselor?

- The master's level EAP counselor will listen to your concerns.
- The counselor will also help you explore other areas of your life to assess for strengths and supports, or factors contributing to your presenting issue or concern.
- The counselor will meet with you up to *3* **sessions** to complete a comprehensive assessment of your current circumstances and work with you to establish a plan for EAP sessions.

#### **Options for EAP sessions include:**

- Assessment completed and remaining sessions are used for brief counseling and problem resolution.
- Assessment completed and a referral is recommended for services that fall outside the scope of EAP services.

# **Common Questions**

#### Can I use the EAP more than once a year?

• Yes, but each time you use the EAP, the counselor will be assessing your life circumstances so you will be eligible for a new set of **3 sessions** if your circumstances have changed, or in 12 months, whichever comes first.

#### What is a new set of circumstances?

• A new development in your life that has changed since your last EAP assessment.

#### Why can't I use the EAP more often?

• EAP is an assessment, referral, and brief counseling model to assist employees with managing a wide variety of personal issues, but is not intended to replace therapy, treatment, or ongoing counseling.

# Call EFR today! 800-327-4692