Slide 2  **What is the Office of Employee Assistance Services?**

The Office of Employee Assistance Services incorporates several employee services including the Employee Assistance Program (EAP), the Faculty Assistance Program (FAP), the Mediation Program, Emergency Loan Fund (ELF), and Organizational Development.

Slide 3  **Why does FSU have an Office of Employee Assistance Services?**

The Office of Employee Assistance Services represents a commitment by FSU to improve the well being of its employees through a program that provides help in dealing with personal and/or workplace difficulties. Because FSU values you as a person as well as the work you do, a complete program is provided to give you the help you need when you need it.

Slide 4  **How can the Office of Employee Assistance Services help me?**

The “Employee Assistance Program” and “Faculty Assistance Program” are confidential programs that provide problem evaluation, brief intervention, referral (if needed), and follow-up services to help FSU employees in dealing with issues such as: marital and family conflicts, job stress, alcohol & drug abuse, eating disorders, financial difficulties, separation/ divorce, grief/loss issues, parenting, relationship issues, anxiety/ depression/ anger concerns, physical/ sexual/ emotional abuse, and communication problems.

Slide 5  **How can the Office of Employee Assistance Services help me? con’t**

Our “Organizational Development” component consists of conducting trainings/ workshops on areas of interests such as “Team Building”, “Conflict Communication Skills”, “Stress Management”, “Leadership Skills”, and “Violence in the Workplace”. We also provide Mediation services for employees to help them resolve their differences (conflict resolution).

In addition, we offer Supervisor Consultations concerning workplace issues.

Please call us at 644-2288 for more detailed information about our services.

Slide 6  **Who is eligible for our services?**

You are eligible to use our services if you are an employee or a dependent (“immediate family member”) of an employee of FSU; this includes spouses, children, or other family members that live in the same household/residence. Dependents/immediate family members can seek help on their own or with the employee.
How much will it cost?

Our services are free to all employees and their immediate dependents. Health insurance covers many forms of inpatient and outpatient care in private and public treatment centers. Other resources include services that are free or have charges based on the individual’s ability to pay. We make every effort to obtain quality care at the most reasonable cost.

Are the services confidential?

Our services are confidential, and your right to privacy is rigidly protected. When you seek assistance no one will be told that you are using the program. Sometimes personal problems can interfere with your job. When this happens, a department head or supervisor may recommend that you use our services to assist you in resolving any personal difficulties that might be affecting your job. With your permission, that supervisor is told only that you did or did not keep the appointment. The EA professional does not release further information to anyone without your consent. EA professionals follow a strict code of professional ethics and dealing with confidentiality.

Help is waiting for you!

To schedule an appointment call us at: 850.644.2288
We are located at 937 W. Jefferson St. (click onto campus map)
Fax us at: 850.644.1043
Visit our website at: www.eap.fsu.edu