Employee Assistance Program

For employees of KCTCS

What is an Employee Assistance Program?

The Horizon Health Employee Assistance Program (EAP) is available to help you successfully manage a wide variety of Work/Life issues. The EAP provides free, confidential, comprehensive assistance to help you find specific resources and workable solutions to problems that may arise in your personal life. This program is available to all employees and their dependents, i.e., anyone who depends on the employee for their financial or emotional well-being.

What kind of "assistance" can my EAP provide to me?

Four types:

- ➤ WorkLife Resource and Referral Services Assistance with finding and evaluating resources needed for child care and elder care. Assistance in locating the appropriate resources within your community that help you solve many of life's typical issues, i.e., cleaning, relocating, traveling, automotive maintenance, home remodeling, and pet care.
- ➤ Legal and Financial Consultation and Referrals Unlimited telephonic consultation with legal and financial professionals. Program includes an initial 30-minute face-to-face consultation, for help with personal legal or financial issues. If you choose to retain the legal professional for ongoing service, a 25% discount is available to you.
- ➤ **Professional Counseling Sessions** You can make appointments for many types of counseling issues each year. The program covers up to three free sessions per issue, per year.
- ➤ **24-hour Counseling Service** For crisis situations, trained EAP counselors are available to answer calls 24 hours a day, 365 days per year.

How do I contact the EAP?

Two ways:

Call Horizon Health EAP at 1-888-293-6948.

Call and talk directly with a trained counselor who will assess your situation and help you find solutions to all of your needs. The counselor will describe all of the EAP benefits to you and assist you with accessing all EAP services that may help you.

➢ Go to the Horizon EAP Website:

You may use the EAP website for access to health and wellness articles, information on health conditions, and to search for resources such as child care and eldercare online.

Log on to: www.horizoncarelink.com Login ID: standard; Password: eap4u