



What if I need additional help?

Your employer pays for the evaluation sessions or up to 3 sessions every 6 months for you or your family member. If you need the help of an outside resource, your counselor will recommend the best service at a reasonable cost. Although you are responsible for the cost of treatment outside of the EAP, in many cases your Medical Plan will cover the majority of the expense. For those employees or dependents with an HMO, the EAP can help you to access appropriate treatment through your HMO. Check with your Benefits Office for names of preferred treatment providers.



How do I make an appointment with a counselor?

Call Care Resources, Inc.

Employees and family members please call our 24 hour hotline: 1-800-635-3616.

An experienced counselor will call you to answer your questions and/or set up an appointment.

We are available to help you at the earliest possible moment - before your problem becomes even harder to deal with.

**24 Hour Helpline
1-800-635-3616**

Coast Community College District



Employee Assistance Program

**24 Hour Helpline
1-800-635-3616**



A place to turn for help.

Any of us can have a personal problem. Sometimes these problems can become so troubling that they can affect not only our private lives, but our job performance as well. Often, it is hard to know where to turn for assistance. In order to help resolve these problems, Coast Community College District provides access to confidential professional counseling for all active employees and family members through the Employee Assistance Program (EAP).



Why would I need the EAP?

Perhaps right now you don't. But there are times in all of our lives when we encounter personal problems or life crises. These can be marital concerns, divorce or separation, drug and alcohol abuse, or financial problems. Many times these problems can be too big a burden to bear alone.

The Coast Community College District EAP is a resource to help you deal with personal matters that may be affecting your life. It provides confidential counseling through professionals outside the Company to assist in resolving problems.



Who provides the help?

Help is provided through Care Resources, Inc. They are experienced EAP professionals as well as licensed psychotherapists. They will help assess the problem and refer you to the appropriate resource.



What kinds of problems will the EAP address?

The program is set up to help with all kinds of personal problems: marital/family difficulties, problems related to alcohol or drug use, depression, stress management, financial troubles, and child/adolescent behavior problems.



Is counseling really confidential?

Absolutely. Everything discussed in counseling sessions is completely confidential.

- No information is entered in your personnel records.
- No information about your personal problem is shared with Coast Community College District without your written consent.
- No records are kept at Coast Community College District.

If you contact the EAP yourself, your employer will have no knowledge of your participation in counseling. If your supervisor refers you to the EAP and you choose to enter counseling, you alone may permit the EAP to inform your supervisor as to whether you kept the referral appointment and if you are following a treatment plan. No other information is divulged.