



A Benefit for You & Your Family Members Provided by



UNIVERSITY of HAWAII

Your Employee Assistance Program

The Employee Assistance Program (EAP) is a **CONFIDENTIAL** counseling and wellness program that is provided at **NO COST** to employees and eligible family members. All information is kept strictly confidential.

Counseling Services

Employees may use up to **three sessions per year** with counselors available across the Islands. Many people also use EAP for personal or professional growth or simply to talk with an impartial listener. Sessions are available by secure video, in person, or by phone. Assistance is available in areas such as:

- Marital Conflict
- Stress Management
- Alcohol or Drug Problems
- Interpersonal issues
- Conflict at work
- Family relationships
- Depression or Anxiety
- Retirement
- Referrals to Resources
- Trauma Recovery
- Grieving a loss
- Personal decision-making

Caregiver Consultation Services

In partnership with Ho'okele Personal Health Planners, EAP can arrange consultations with local, licensed healthcare navigation professionals for help with scheduling homecare providers, finding long-term care or specialists, discharge planning, and researching treatment options. Each member may exchange two EAP sessions for up to **1 hour** of caregiver consultation per year.

Legal Consultation

Get a **free** 30-minute face-to-face or phone consultation with an attorney in our network. Additional services are available at 25% reduced fees. (Work-related issues are not covered.)

Mediation Intake

A **free** 30-minute intake session at a local nonprofit Mediation Center. Mediation helps resolve disputes affordably and keeps solutions in your hands. Centers are on Oahu, Maui, Kauai, and both sides of Hawaii island.

Financial Consultation

Receive a **free** 30-minute phone consultation with a financial expert on credit scores, debt, budgeting, college financing, retirement planning, and taxes.

Identity Theft Consultation

Victims of identity theft can access a **free** 60-minute emergency response (exchanged for 1 counseling hour) with a Fraud Resolution Counselor to guide you to restoring your identity and good credit.

Coaching for Well-Being

Work one-on-one with a Coach to reach personal goals such as career growth, communication, stress management, work-life balance, or health. Coaching sessions (face-to-face, phone, or video) may be substituted for counseling benefits.

Eligible employees include regular, temporary, and exempt employees. Casual and 89-day hires, short-term exempt employees, student assistants, and non-compensated employees are excluded from this program. **Employees must provide WDC and PN numbers** from your paycheck stub when you call to verify eligibility.

Access Your Free Stress Tools (NEW!)

EAP offers **My Stress Tools**, an employee stress management web portal designed specifically for the workplace incorporating short breaks, quick exercises and 2-minute-a-day and 30-day challenges. Workers can access this platform remotely from any device or use it in the workplace without ever leaving their desk. Some of the tools available to you are:

- Stress Assessment
- Mediation
- Destination Relaxation
- Articles from Experts
- Stop Stress This Minute Course
- Wellness Coaching
- Mindfulness
- Daily Journaling
- Relaxation Videos



Password:
UOFH

Access your Stress Tools by scanning the QR code.

Work/Life Phone Assistance

Call anytime for non-counseling information or resources, from finding helpful resources to locating appropriate community services. This service is unlimited throughout the year.

Referral Services

If an EAP counselor sees a need for longer-term or specialized care, EAP will provide a referral. In many cases your medical insurance covers these services. Referrals remove the worry and guesswork of finding the right care for you or your loved one.

Website: www.EAPacific.com

The Resources section offers self-assessment tools and a searchable database of articles on personal, and work issues, plus links to other useful sites. You can also sign up for our unique **52 Weeks of Well-Being, 52 Weeks of Affirmations**, and other ways to continue supporting you through the year ahead!

Organizational Support:

The EAP also supports all Supervisors, administrators, or HR representatives with **Management Consultations**. Information about employees may only be shared if a release of information has been signed. **Critical Incident Support** is also available following a disruptive event such as an employee or student death or other trauma that impacts a team. **Training** is also available.

For Assistance Call, Email, or go Online:

(808) 597-8222

Toll Free **(877) 597-8222**

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www.EAPacific.com

