

# EMPLOYEE ASSISTANCE PROGRAM (EAP)

## ➤ Services

- *Confidential Counseling on Personal Issues*
- *Legal Information, Resources and Consultation*
- *Financial Information, Resources and Tools*
- *Information, Referrals and Resources for Work-Life Needs*
- *Online Information, Tools and Services*
  - 6 free visits per year
  - **Pre-authorization number required**

## ➤ Recognizing Employee Problems

- *Behavior*
- *Attendance*
- *Performance*

## ➤ During counseling for such problems, you may want to suggest use of EAP

Call: **888.290.4327**

TDD: 800.697 .0353

Online: **guidanceresources.com**

Your company Web ID: **GOVEAP**

Company Name: **Army** (enter a space after the letter 'y')