

## How do I get started?

Using the EAP is easy. Give us a call. Our trained staff will clarify your needs and suggest a possible plan of action. This is usually a face to face visit with an EAP counselor, it could also be a referral to a community resource or educational material depending on what you feel would be most helpful.

We are available 24 hours a day, 7 days a week.

Southwest EAP is always ready to help you and your family. Call the EAP NOW! Chances are we can help!

## How else can I access EAP services?

Visit our website:  
[www.southwesteap.com](http://www.southwesteap.com)

The website offers access to hundreds of articles, self assessments, online and video streaming programs, interactive tools, calculators and Federal and State documents and more.



for home...for work...for life.

Your employer provides an Employee Assistance Program (EAP) to protect it's most valuable investment - you. Southwest EAP provides you and your family with professional assistance for the challenges of everyday living.

Available 24 hours, seven days a week.  
Call us anytime.

501-663-1797  
1-800-777-1797  
[www.southwesteap.com](http://www.southwesteap.com)



*Keeping People Productive*

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People  
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at home...at work...at life.



**SOUTHWEST EAP**  
Employee Assistance Program

## What is an Employee Assistance Program?

An Employee Assistance Program (EAP) is a **confidential** service designed to help employees and their families with personal or work related problems. **Southwest EAP** provides assessment, short-term counseling, referral if necessary and follow-up.

Sometimes life's problems are too big or complex for you and your family to handle alone. If you have a personal or work related problem of any kind, **Southwest EAP is a free, confidential, problem solving resource** provided by your employer to help in areas such as:

- Stress Management
- Emotional issues
- Depression and Anxiety
- Alcohol or Drug use
- Career concerns / job stress
- Family problems
- Child and Elder care resources
- Marriage/Relationship issues
- Legal troubles
- Grief or Loss issues
- Budgeting and Financial referrals
- Anything that is having a stressful impact on your life.

## Is the EAP confidential?

Your contact with the EAP is strictly **confidential**. The EAP will not release information to your employer or family without your written permission. The only exception, as required by law, are cases where clients express the intention of harming themselves or others, or the mandated reporting of child and elder abuse.

## Who is eligible?

All full-time and regular part-time employees and their families are eligible for services.

## Who does the counseling?

Your EAP counselor is a licensed Master or Doctoral level professional with a wide range of expertise.

## What will it cost me?

Nothing! The EAP is provided by your employer. There is no cost for services. Assessments, short-term counseling, education, referrals and follow up are all **FREE** to you and your family.



## Will my job be affected?

Your job security or your chances of promotion will not be hurt by your use of the EAP. Your employer provides this program to help employees through stressful periods in their lives. Remember the EAP is **confidential** so nobody knows unless you decide to tell them. Actively addressing problems in your personal and professional life can actually improve your job performance and your chances for promotion.



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