



EMPLOYEE ASSISTANCE PROGRAM (EAP)

Effective January 1, 2009

Corporate Care Works

The Employee Assistance Program (EAP) through Corporate Care Works (CCW) is a short-term, *confidential* counseling and/or crisis intervention service provided for employees. This program provides college employees with:

- **Up to eight *free* sessions** per year for you and your family.
- **24-Hour CARELINE 904-296-9436 or toll free 800-327-9757**

The Employee Assistance Program helps employees and their families resolve personal and work problems through professional assistance. Confidential assistance is available for these areas of concern:

Marital	Family	Weight/Weight Loss
Financial	Vocational	Legal Referral
Alcohol	Physical/Medical	Dependent Care/Elder Care
Drugs	Work Related Stress	Emotional/Psychological

A professional, licensed counselor is always available 24 hours per day.

Who can use the EAP?

All employees and their family members.

Who will know if I use the EAP?

EAP is strictly confidential. Only the individual receiving services can authorize the release of information.

What does it cost?

This is a benefit provided by the College so there is no cost to you.

How do I get involved if I have a problem or concern?

EAP encourages voluntary participation. It's your choice to access the service. Just call **904-296-9436** or *toll free 1-800-327-9757* to arrange a confidential appointment at the Corporate Care Works office or with an associate provider most convenient to you.

How can I find out more?

Just visit **www.corporatecareworks.com** to find useful information on a wide range of topics.