

# STOCKTON UNIVERSITY

## PROCEDURE



### Employee Assistance Program (EAP)

Procedure Administrator: Associate VP for Human Resources  
Authority: N.J.A.C. 4A: 6-4.10  
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Index Cross-References:  
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Approved By: Harvey Kesselman, President

The Office of Human Resources offers an Employee Assistance Program (EAP) which provides employees, their dependents, and all members of their households with free confidential short-term counseling, referrals and consultation services.

The Office of Human Resources contracts with an independent, qualified outside EAP vendor to provide this service to the employee. Employees can access these services directly through a toll-free help-line or with log-in information available on the Stockton Portal. These resources are available 24 hours per day, 7 days per week and 365 days per year.

The EAP provider will arrange for a local certified professional who can provide 3-5 counseling sessions. There is no charge to the employee for these in-person counseling sessions. If further medical counseling is needed, the employee will be referred by the counselor to the appropriate professional/facility/organization based on participation in the employee's health insurance network/plan.

Employees may seek counseling services for a broad range of work/life areas including: stress at home or at work, anxiety and depression, balancing work and family, anger and emotional issues, health and wellness concerns, marital and family issues, issues with co-workers, legal and financial issues, alcohol and substance abuse, education and coordination. All employee counseling will remain confidential between the counselor and the employee.

Review History:

	Date
Associate VP for Human Resources	12/04/2018
General Counsel	12/19/2018
Cabinet	12/19/2018
President	12/29/2018