

# EMPLOYEE ASSISTANCE PROGRAM ANCILLARY SERVICES

ARCHBOLD MEMORIAL HOSPITAL | THOMASVILLE, GEORGIA

Archbold Employee Assistance Programs, EAP, offer ancillary services that support company leadership and the workforce, whether or not you are an EAP client. These services are included with an EAP contract, or they can be provided on a fee-for-service basis to companies not contracted with Archbold EAP.

## Policy analysis for your company:

- Drug-Free Workplace Policy
- Americans with Disabilities Act Policy
- Sexual Harassment Policy
- Workplace Violence Policy

We conduct an interview with company leaders to discern the corporate philosophy on the above topics. We then review your current policy and suggest revisions that ensure it will comply with federal and state regulations and with corporate intent.

## Intervention

Constructive confrontation, motivation and short-term intervention with employees to address problems that affect job performance.

## Critical Incident Stress Management

Counseling and management to minimize long-term effects of on-the-job trauma such as accidents or natural disasters.

## Problem Resolution

Archbold EAP offers confidential short-term problem resolution including problem identification, assessment and referral. Help is available within 24 hours for a crisis situation. Under normal circumstances, we provide the help you need within three business days.

## Drug-Free Workplace Certification

Archbold EAP can prepare your company for state certification as a Drug-Free Workplace. This certification provides a 7.5% reduction in Worker's Compensation insurance premiums in Georgia.

Drug and alcohol use on the job is costly to employers due to increased absenteeism, higher medical expenses, lost productivity and higher employee turnover. In alignment with the Drug-Free Workplace Policy, EAP provides:

- Policy analysis
- Employee education
- Access to drug screenings
- Supervisor training
- Return-for-duty evaluations
- Consultations with a certified addictionist

## Employee Assistance Professionals

Our certified EAP professionals help your employees resolve problems with issues such as:

- Alcohol or drug abuse
- Anger management
- Anxiety
- Career transitions
- Child and adolescent problems
- Conflict resolution
- Elder-care concerns
- Financial crisis and budget counseling
- Individual, marriage and family problems
- Work/life conflicts



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