

## Assistance Available

CASHN provides EAP services to each employee and their family to a maximum of \$1000 annually for the purposes of individual/family therapy/counselling, after 1 year of employment.

Additional professional care costs, which are incurred as the result of a referral by your EAP professional, may be recovered through the *Employee Benefit Program* or *Provincial Hospital Plan*.

Benefit claims for eligible costs are to be submitted to your Benefits Insurer on a medical & paramedical claim form.

## You Decide

The decision to seek help in resolving personal problems is ultimately your responsibility and requires a high degree of motivation, willing co-operation and active participation.

## Contact

Please contact the service provider of your choice, contingent on that service provider having credentials that support their ability to provide therapeutic services (minimum graduate level of education).

## Billing Procedure

Your professional may bill or you may submit proof of payment yourself, directly to:

Millard, Rouse & Rosebrugh, LLP  
85 Robinson Street  
Simcoe, ON N3Y 1W7  
Phone: (519) 426-1606  
Fax: (519) 426-5070  
[www.mrrca.com](http://www.mrrca.com)



The Children's Aid Society  
of Haldimand & Norfolk

70 Town Centre Drive  
Townsend, ON N0A 1S0  
1-888-CAS-KIDS

## Employee Assistance Program

*A Solution That Works!*



*Confidential Service*

# Employee Assistance Program

## What is EAP?

This brochure provides answers to the five most commonly asked questions about our Employee Assistance Program:

- **Characteristics**
- **Concerns**
- **Confidentiality**
- **Cost**
- **Contact**

## Characteristics

The Employee Assistance Program (EAP) is a voluntary, confidential counselling service for all employees of CASHN and their immediate family members. This service has been introduced to help you with personal problems, tensions and stress before they lead to more serious difficulties.

## Concerns

The Employee Assistance Program deals with the kinds of problems that affect all of us at one point or another.

These problems may include the following:

- Personal Issues
- Marriage Enrichment
- Improving Family Life
- Separation/Divorce/Custody
- Stress Management
- Work Related Issues
- Drug/Alcohol Problems
- Anxiety/Depression
- Self Esteem Issues
- Death/Grief
- Financial/Legal Concerns
- Rehabilitation/Pain Management
- Aging Parents

## Confidentiality

This is the cornerstone of our EAP. It is a program that allows you to discuss your personal problems and concerns in complete confidence in an understanding and professional environment away from your workplace.

To ensure confidentiality, all claims are submitted to an independent administrator at Millard, Rouse & Rosebrugh. No employee's name will ever be disclosed to the CASHN.

