Employee Assistance through WorkLife Programs

WorkLife Programs Employee Assistance is a management tool for supervisors and managers, as well as a resource to assist you in helping your employees be healthy and productive.

Employee Assistance offers access to professional counseling and referral services by a licensed clinical social worker. All information is confidential, in compliance with professional ethical codes, state and federal laws and current federal regulations in accordance with the Health Insurance Portability and Accountability Act.

Services are available to benefits-eligible faculty and staff, official retirees, dependent family members, same-sex domestic partners and families of deceased employees.

Employee Assistance Services:
- Counseling and referral services
- Substance abuse assessments and referrals
- Emergency interventions
- Supervisor consultations/resource for Employee Relations

When to refer to Employee Assistance:
- Employee reveals a personal concern or employee’s behavior is affecting work performance
- Managerial consult in dealing with a difficult employee or situation
- Suspect substance abuse
- Concern about threatening statements or behaviors

Resources for Supervisors:
- EAP supervisor newsletter
- Tip sheets
- Mental health services
- Web resources
- Brochures

Work/Life Services:
- Child care resources/referrals
- Elder care resources/referrals
- Financial/legal services
- Behavioral case management

Employee Assistance
State Street Office Facility (SSOF)
1601 W. State St.
West Lafayette, IN 47907
(765) 494-5461
Hours: Tuesday-Friday, 8 a.m.-noon; 1-5 p.m.