



Lexington Public Schools

146 Maple Street ♦ Lexington, Massachusetts 02420

All **Lexington Public School** employees and members of their households are eligible to use our free and confidential Employee Assistance Program (EAP).

WHAT IS AN EAP? The EAP provides **counseling and referrals** for a wide variety of personal issues. If you or a household member is faced with a personal issue, the EAP's professional, experienced, and knowledgeable counselors are available to help.

WHAT TYPES OF RESOURCES ARE AVAILABLE?

- ☐ **PERSONAL COUNSELING...** Counseling is available to you and your household members 24 hours a day, seven days a week. Our EAP provider, The Wellness Corporation, can refer you to a counselor in your area and provide up to **3 face-to-face counseling sessions** per issue, per year.
- ☐ **BUDGET AND DEBT ASSISTANCE...** If you are faced with budget and/or debt problems, the EAP will refer you to a non-profit agency and will pay the initial fee for this service. This service helps people put together sensible budget plans and obtain advice about handling debt problems.
- ☐ **PERSONAL LEGAL CONSULTATION...** if you find you need personal legal advice, the EAP can connect you with an attorney for a free phone consultation. For more extensive situations, the EAP will refer you to an attorney for face-to-face consultation with a 25% reduction in legal fees.
- ☐ **NEW PARENT TRANSITION PROGRAM...** provides confidential telephonic or email counseling sessions with a Family Management Coach. The coach works with the client to craft a family/life plan that will harmonize the particular dynamics of their family and work life and ease their transition back to work.
- ☐ **WELLNESS/WORKLIFE WEBSITE** provides tip sheets, articles, personal and mental health assessment tools, on-line trainings, financial calculators, and interactive videos. Simply log-on to www.WellnessWorkLife.com. Instructions as to how to login will be mailed to all staff.

WHO WILL KNOW THAT YOU PARTICIPATED IN THE EAP? No one will know that you participated in the EAP unless you choose to inform him or her. The program is **confidential**. What you say to a counselor remains private.

HOW CAN I GET IN TOUCH WITH THE EAP? To set up an appointment for any of the above services, simply call **(800) 828-6025** Monday – Thursday between 8:30 AM and 6:00 PM Eastern time, or between 8:30 AM and 5:00 PM on Fridays. In the event of a clinical emergency, call this number any time, 24-hours a day, 7 days a week and you will be able to speak to an EAP counselor.

*A free and confidential service to Lexington Public Schools faculty, staff, and their household members.
Call 1-800-828-6025*