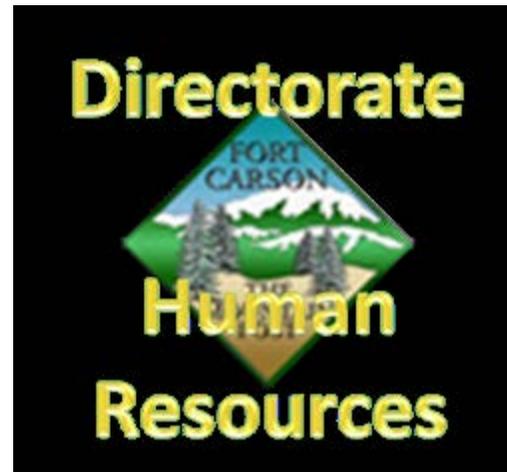




FORT CARSON EMPLOYEE ASSISTANCE PROGRAM



Army Substance Abuse Program



PURPOSE

- The Employee Assistance Program
- Who Can Use The EAP
- Identify Factors That May Affect Job Performance
- Identify Services Provided by EAP
- What About Confidentiality
- Identify Where to Contact EAPs



Employee Assistance Program:

DEFINITION:

EAPs offer assessment, referral, short term problem resolution, and work/life training to enrich the quality of life at work and home.

GOAL:

To restore Department of the Army civilian employees to full productivity and improve the mental health and well-being of the people and communities we serve.



What is the EAP

A job-based program designed to restore DA civilian employees to full productivity.

Helps employees and their family members whenever feasible, with problems that may affect their well-being and their ability to do their jobs.

Assists other eligible civilians with adult living problems.





Intended Participants

- **DA Civilian Employees**
- **Military and Civilian Employee Family Members**
- **Military Retirees and their Family Members.**



Alcohol/ Drug Abuse Statement



DA civilian employees must refrain from:

- **Alcohol abuse**
- **Using drugs illegally**
- **Prescription Medication Misuse**

On or off duty



Adverse Changes to Job Performance



Job effectiveness can be adversely affected by:

- **Substance abuse**
- **Mental or emotional problems**
- **Family responsibilities**
- **Financial or legal difficulties**
- **Dependent (child/elder) needs**
- **And more ...**



How Can An EAP Help Employees?

- Helps employees and their families with any problems or concerns that affect their job performance.
- Creates a healthier workplace for the employee and employer.
- Assists employees with personal issues, decision-making, and resources.



Employee Assistance Program Coordinators (EAPC) Services

Provide:

- Screening
- Short-term problem resolution
- Referral services
- Follow-up services

Consultation:

- Installation CPAC
- MRO
- DOT SAP (separate regulations)
- Supervisors and Managers
- Senior Leadership





Employee Assistance Program Coordinators (EAPC) Services

- **POC for Impaired Health Care Personnel Program (IHCPP).**

- Exception to brief intervention



- **Present prevention education training on:**

- Alcohol and other drugs
- How to use EAP services
- Prevention Education

Mandated minimum of 2 hours annually for all civilian employees





EAPC Duties

**Advise/update supervisors on employees' progress
(as permissible by law and this regulation)**

Publicize ASAP services

**Maintain listings of available community counseling
and treatment resources**

Collect information required for reports.



Screening and Referral

Job performance, conduct, or attendance record indicating a problem.

Supervisors will refer any civilian employee who is found to abuse alcohol or prescription medications, or use illegal drugs.

Military or civilian medical officer may conduct a medical evaluation.





Employee Costs



No direct charge for:

- Out patient civilian services provided by the ASAP counseling center or the Employee Assistance Program
- Initial evaluation requested by the ASAP Counseling Center for treatment purposes performed by U.S. Army Hospitals.

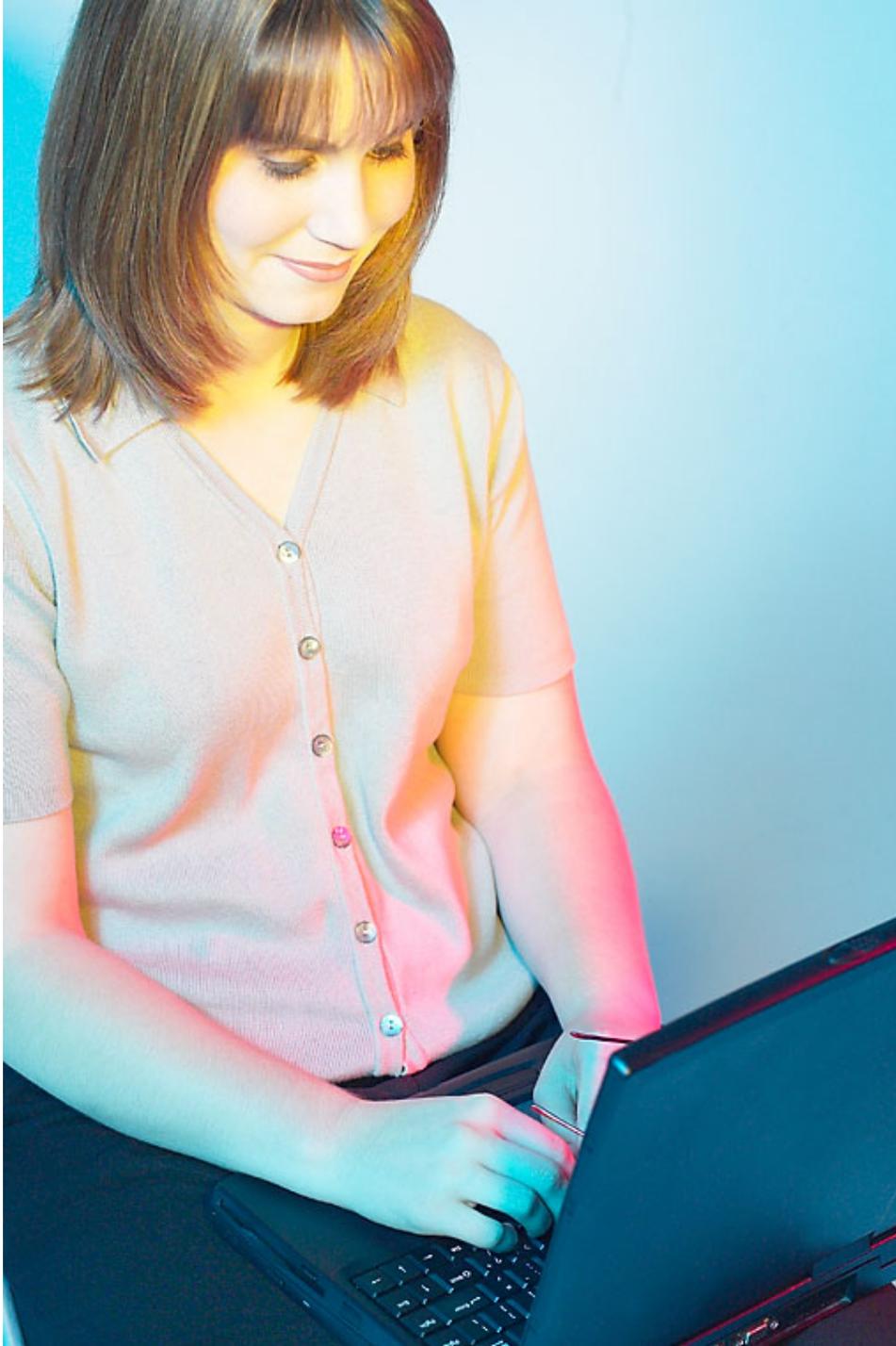




Limits

- **DA Civilians, Retirees, and Family Members may participate in all aspects of the Employee Assistance Program.**
- ***Contractors are not eligible to receive EAP services.***





Confidentiality

The confidentiality and disclosure of records is controlled by 42 USC 290dd-2; and 42 CFR Part 2. This is limited to the following:

- Identity
- Diagnosis
- Prognosis
- Treatment



Confidentiality Begins...

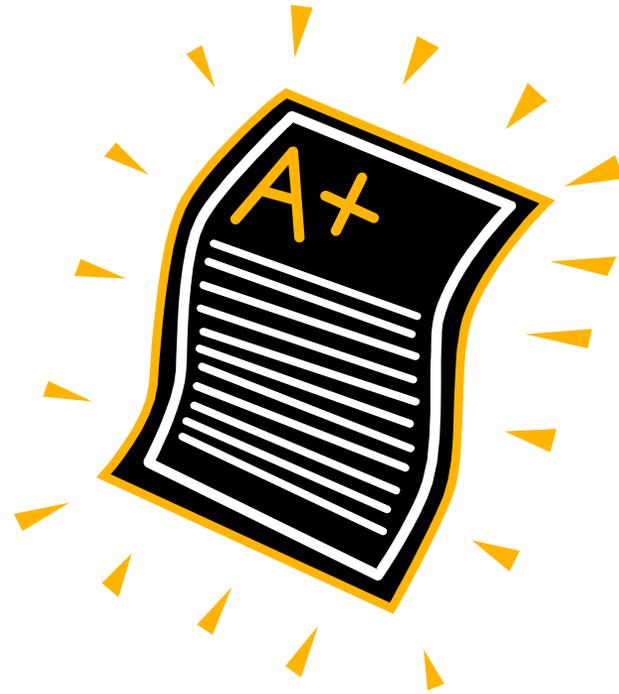
Confidentiality starts prior to enrollment for the client (employee)

During the initial screening, the confidentiality statement will be reviewed with the client.





Quiz





Review Question 1

Who is eligible to receive EAP services?

- a) Civilian Employees
- b) Civilian Employee Family Members
- c) Retirees and Eligible Family Members
- d) All of the above



Review Question 2

True or False

**DA civilian employees must refrain from:
Alcohol abuse and the use of illegal drugs “on
or off duty.”**



Review Question 3

When does confidentiality begin?

- a) Never, there is no confidentiality.
- b) Once the client signs the confidentiality statement.
- c) Before the client is enrolled.



Review Question 4

The Employee Assistance Program provides the following services:

- a) Screening
- b) Short-term counseling
- c) Referral services
- d) Follow-up services
- e) All of the above



Review Question 5

The confidentiality and disclosure of records includes

- a) Diagnosis
- b) Prognosis
- c) Treatment
- d) Identity
- e) All of the above



Review Question 6

True or False

The Employee Assistance Program (EAP) offers Short term counseling and work/life training only to ensure that employees are productive.



Review Question 7

An EAPC's duties include:

- a) Advise/update supervisors on employees' progress (as permissible by law and this regulation.)
- b) Long term counseling services.
- c) Insuring the safety of the workplace.
- d) All of the above.



Review Question 8

True or False

The purpose of the EAP program is to restore Department of the Army civilian employees to full productivity and improve the mental health and well-being of the people and communities we serve.



Review Question 9

Job effectiveness can be adversely affected by:

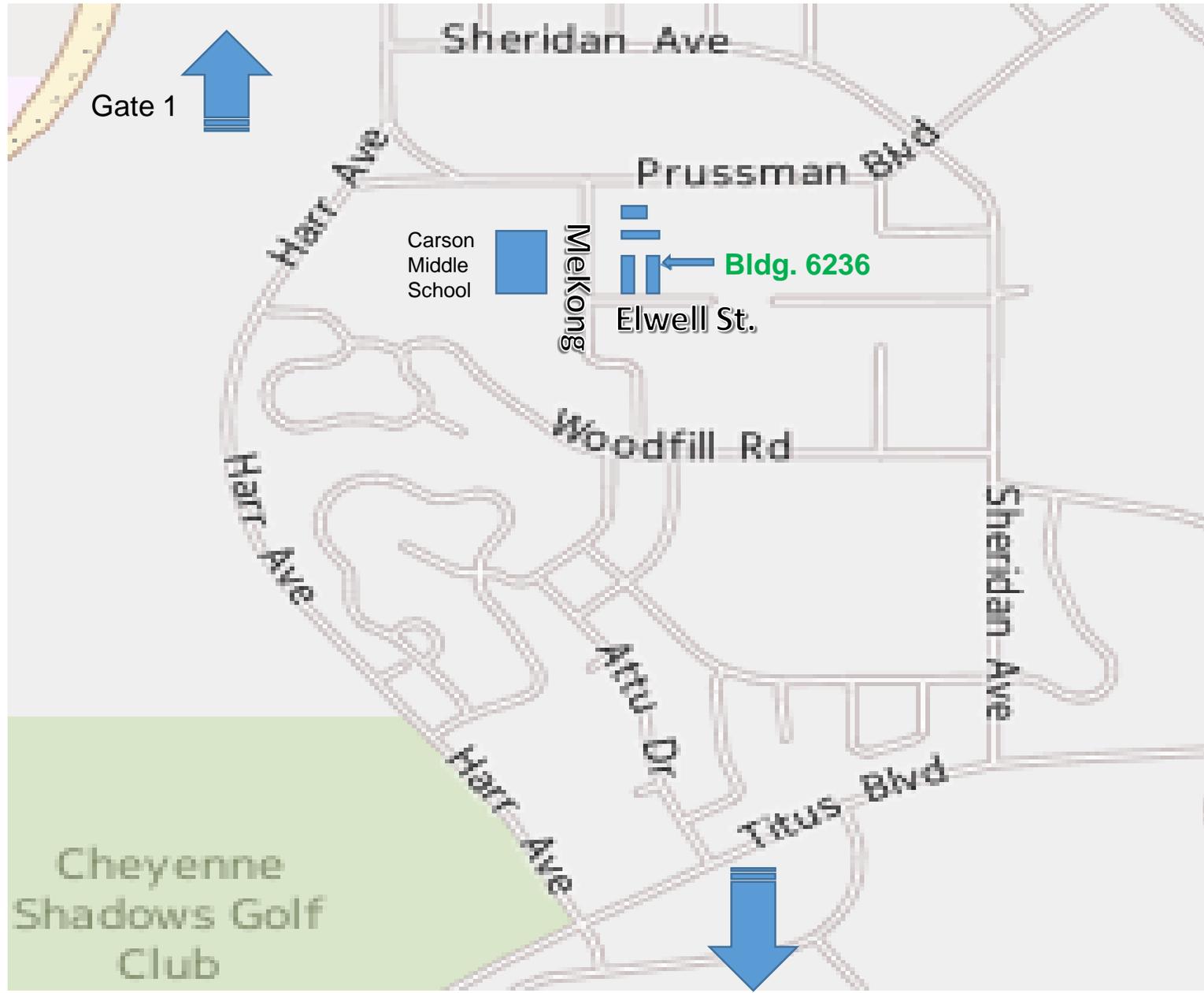
- a) Substance abuse
- b) Mental or emotional problems
- c) Family responsibilities
- d) Financial or legal difficulties
- e) All of the above



Review Question 10

True or False

Army Civilian employees are required to have two hours of prevention education every year.



Gate 1

Sheridan Ave

Prussman Blvd

Carson
Middle
School

MelKong

Bldg. 6236

Elwell St.

Woodfill Rd

Sheridan Ave

Cheyenne
Shadows Golf
Club



EACH



How to Reach your EAP

EAPs are available Monday through Friday during regular office hours.

Calvin Lidmark



ASAP (Main Office)	Mondays	0800 – 1200
Bldg. 6236, RM 210	Wednesdays	1200 – 1600
During office hours:	526 – 2196	

Evans Hospital	Mondays	1200 – 1600
Bldg. 7500, HR	Wednesdays	0800 – 1200
During office hours:	526 – 7051	

Garrison Head Quarters	Thursdays	0800 – 1600
DHR Training Facility Annex		
RM 121		
During office hours:	526 – 3656	

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1638 Elwell Street, BLDG 6236, Room 210
FT. Carson, Colorado 80913

Modified COVID
Schedule

Telephone
(719) 526-2196