

## Employee Information

# EMPLOYEE ASSISTANCE PROGRAM

# EAP



## EAP Counseling Is ...

No-cost, convenient and confidential counseling

**VOLUNTARY:** You decide when to use the program's services.

**CONFIDENTIAL:** Your personal information will not be shared with your employer. Only you know when you call for assistance.

**NO-COST:** You, your spouse and your dependents are eligible for up to four counseling sessions for each identified problem at no-cost.

**CONVENIENT:** Hundreds of counseling offices are available statewide and over the phone, so you, your spouse and dependents have easy and timely access to a qualified counselor where you choose.

## What Is an EAP ...

The Employee Assistance Program (EAP) is a risk management program designed to help employees identify and resolve challenges that may impair their performance at work. It is a voluntary program that can assist you the employee, your spouse and dependents with difficult personal issues through access to professional counselors.

## What Does the EAP Do?

- Helps employees find professional assistance for personal problems
- Offers short-term counseling for you, your spouse and your dependents at no cost
- Uses pre-approved qualified counselors throughout Minnesota
- Assists in identifying long-term resources
- Provides referrals for long-term care

## The EAP Program Offers Support for Many Issues

- Relationships
- Work-related concerns
- Family issues
- Stress
- Depression
- Anxiety
- Financial problems
- Loss and grief
- Substance abuse
- Other personal concerns



Call 1.800.550.MCIT (6248)  
for counseling services

# The EAP Is Here to Help You

"I made it through a rough time as a result of my counselor's help."

"My situation was taken seriously."

"There was no judgement with calling."

"My request for help was immediately addressed. I felt listened to and valued as a person."

"I am grateful for this program."

## What the EAP Is Not

- An insurance program
- Part of an employee's health plan
- A long-term counseling alternative

## Who Can Use the EAP?

### EMPLOYEES AND THEIR DEPENDENTS

As a full- or part-time employee of an MCIT public entity member, you, your spouse and your dependents\* are eligible for assistance through the MCIT EAP at any time. Employees are encouraged to contact the EAP for support with managing personal or professional concerns.

\*Dependents may include spouse, domestic partner, children, children who live with the other parent, children who attend college/post-secondary school, foster children, and anyone for whom you are the legal guardian.

### SUPERVISORS

Department heads, supervisors and managers may use the EAP services for:

- Consultation regarding work-related situations
- Supervisor coaching
- Advice to help employees

Phone consultation and coaching for supervisors are available 24 hours a day, every day.

## 24-hour Crisis Line for Emergencies

A confidential crisis line is available by dialing the main number at **1.800.550.6248**.

Minnesota Counties Intergovernmental Trust (MCIT) has partnered with Sand Creek to provide professional counseling services to MCIT member employees like you. Sand Creek is a privately held behavioral health care corporation headquartered in Stillwater, Minn. To learn more, visit the organization's website at [SandCreekEAP.com](http://SandCreekEAP.com).

**For consultation or counseling services: CALL 1.800.550.6248 ONLINE at [SandCreekEAP.com](http://SandCreekEAP.com)**



Employee Assistance Program Provided By  
**Minnesota Counties Intergovernmental Trust**

For more information about the EAP program (not for counseling services):  
CALL 1.866.547.6516 VISIT [MCIT.org](http://MCIT.org)