



## Employee Assistance Program

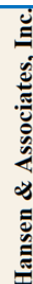
The Albany County School District One Board of Education has established an Employee Assistance Program (EAP) as a resource during difficult times for employees and their immediate family members (spouse and children living at home for whom the employee is the parent or legal guardian).

Pathways Mental Health Professionals of Laramie serves as the District's EAP provider. If an employee prefers not to work with a local counselor, Hansen & Associates of Cheyenne also offers counseling services as part of the EAP. All sessions are completely confidential. The District is given the name of the individual and the date of services, only to confirm eligibility and provide payment.

- ▶ Services available through the EAP include assessment and short-term treatment for mental health problems/ issues, work-related problems, substance abuse problems, etc.
- ▶ Employees and immediate family members should call the EAP providers, identify themselves as employees of the District and request assistance under the EAP.
- ▶ The District pays for up to five (5) one-hour sessions per academic calendar year for employees and eligible family members. The "clinical assessment" may take up to two of the five allotted hours to complete.
- ▶ If an individual has used the five (5) sessions and it is recommended they continue therapy, they have the option to continue treatment using their own insurance or own funds. The individual then receives a discounted rate not to exceed \$65/session.
- ▶ Employees and immediate family members who have used the EAP services during the previous three months are not eligible for coverage under the EAP for treatment related to pre-existing problems. After three months without treatment for any pre-existing problem, they are again eligible for services.
- ▶ Individuals in need of medication must see a psychiatrist at either Pathways or Hansen & Associates for an evaluation. The visit and the medication evaluation count as two sessions (of the five allotted hours).
- ▶ Referrals are made to appropriate service providers for specialized care such as legal problems, housing problems, consumer credit problems or acute care needs. The employee is responsible for payment of fees for any non-EAP services.



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