

# BOCES EMPLOYEE ASSISTANCE PROGRAM



## WHEN IS **EAP** RIGHT FOR ME ?



ONE OF THE PRIMARY FUNCTIONS OF THE EMPLOYEE ASSISTANCE PROGRAM is to provide crisis intervention, assessment and referral services to employees, retired employees and their families. Throughout the years, individuals, couples and families have come to get assistance with many different types of problems. Problems that, to some degree, were affecting the quality of their lives and/or the lives of people they care about. Additionally, individuals have come to the EAP to receive guidance in getting assistance for a coworker that they are concerned about. Supervisors and union reps also often utilize the program to explore effective mechanisms for referring employees who are experiencing difficulties that affect their job performance.



## CAN EAP HELP ME WITH THIS ?

Below is a list of **some types** of problems for which individuals have sought assistance at the EAP over the years. Following a thorough assessment by an EAP counselor, a customized referral will be made to a service or a private practitioner prescreened by the EAP counseling staff. At times, the EAP counselor may determine that the presenting issue can be resolved in a brief counseling format, which will be provided at the EAP office.

- |  |  |                                      |
|--|--|--------------------------------------|
| <b>Adjustment problems</b>             | <b>Dementia</b>                            | <b>Mid-life issues</b>               |
| <b>Addiction</b>                       | <b>Depression</b>                          | <b>Obsessive compulsive disorder</b> |
| <b>Aging</b>                           | <b>Developmentally disabled</b>            | <b>Panic disorders</b>               |
| <b>Alcoholism</b>                      | <b>Domestic violence</b>                   | <b>Parenting</b>                     |
| <b>Alzheimer's disease</b>             | <b>Dyslexia</b>                            | <b>Phobias</b>                       |
| <b>Anorexia</b>                        | <b>Eating disorders</b>                    | <b>Post-traumatic stress/PTSD</b>    |
| <b>Anxiety</b>                         | <b>Exhibitionism</b>                       | <b>Pre-marital counseling</b>        |
| <b>Attention deficit disorder</b>      | <b>Family conflict</b>                     | <b>Psychiatric</b>                   |
| <b>Bereavement</b>                     | <b>Gambling</b>                            | <b>Relationship issues</b>           |
| <b>Bulimia</b>                         | <b>Health problems (emotional issues)</b>  | <b>Retirement</b>                    |
| <b>Career counseling</b>               | <b>Hyperactivity</b>                       | <b>Self-esteem</b>                   |
| <b>Child abuse/neglect</b>             | <b>Incest</b>                              | <b>Sexuality</b>                     |
| <b>Children of alcoholics</b>          | <b>Kleptomania</b>                         | <b>Sexual harassment</b>             |
| <b>Children's issues: peers/school</b> | <b>Learning disorders</b>                  | <b>Sexual violence</b>               |
| <b>Codependency</b>                    | <b>Loss and separation</b>                 | <b>Stress</b>                        |
| <b>Communication</b>                   | <b>Manic depression/bi-polar disorder</b>  | <b>Substance abuse</b>               |
| <b>Compulsive spending</b>             | <b>Marital conflict</b>                    | <b>Suicide: adults/children</b>      |
| <b>Compulsive overeating</b>           | <b>Medical problems (emotional issues)</b> | <b>Trauma</b>                        |
| <b>Crime victims</b>                   | <b>Mental health</b>                       | <b>Work-related problems</b>         |

## WHAT ABOUT THIS?

Adoption  
Budgeting  
Child custody  
Day care  
Debt counseling  
Divorce  
Fertility  
Financial planning  
Home health care  
Housing

Hospice care  
Legal assistance  
Mediation  
Menopause  
Nursing care  
Nursing home placement  
Nutrition  
Pain reduction  
Physical disabilities  
Pregnancy issues

Premenstrual syndrome  
Rehabilitation: physical  
Rehabilitation: psychiatric  
Respite  
Runaways  
Sleep disturbance  
Smoking cessation  
Transportation

Although the **EAP does not directly provide the services listed above**, individuals seeking assistance with these types of situations will receive a thorough assessment from the EAP counselor to assist in making an appropriate referral to a professional who specializes in providing that type of service.

## WHAT IF I NEED A MEDICAL REFERRAL?

Typically when individuals seek assistance from the EAP for issues related to medical problems, they generally are in need of help to cope with the illness or to deal with the issues related to caregiving. **The EAP does not provide direct referrals to dentists or medical doctors (other than psychiatrists).** However, if an individual requests a direct referral for medical services, **the EAP can help facilitate a connection with a resource that can begin the process of helping to locate a referral.**



## WHAT IF MY PROBLEM IS NOT LISTED?

It is likely that the EAP can assist you. If you do not see your problem or issue listed, **please call one of the offices for assistance.**

## REMINDER:

**Y**our EAP provides services  
12 months a year  
and is here for you during  
school vacations and  
throughout the summer.  
Both daytime, evening  
and Saturday  
hours are available  
by appointment.

Call for **Confidential** help



1741D North Ocean Avenue - Medford, New York 11763

35 Crooked Hill Road, Suite 103 - Commack, New York 11725

188 W Montauk Highway, Suite E1, Hampton Bays, NY 11946

- 631-289-0480

- 631-858-9177

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Web site address - [www.esboces.org/EAP](http://www.esboces.org/EAP)

# COPING WITH LOSS

Life is unpredictable. It very often does not turn out the way we plan. Life challenges such as being diagnosed with a chronic illness, facing the sudden hospitalization of a family member, experiencing a divorce or dealing with a death can often be devastating. People often think of grief only as an emotional experience. However, it also can affect us physically, intellectually, socially and spiritually.

Grieving is a process that does not come with a prescribed plan, nor does it conform to prescribed time limits. It is a process that is often described as a rollercoaster of emotions. This experience can be heightened, because the grieving person is often distracted, and experiencing things that are not normally part of their lives.

It is important to understand that everyone experiences grief differently. The following list indicates some of the common reactions to grief:

## EMOTIONAL

Numbness  
Confusion  
Sadness  
Yearning  
Guilt  
Despair  
Hopelessness  
Helplessness  
Anger  
Bitterness  
Feeling of being lost  
Shock/Denial

## PHYSICAL

Weakness  
Decrease in activity  
Rapid heartbeat  
Increased blood pressure  
Decreased resistance to illness  
Fatigue  
Neglect of self  
Sleep disturbances  
Muscular tension  
Weight change  
Appetite change

## BEHAVIORAL

Blameful of others  
Crying  
Disoriented  
Apathetic  
Forgetful  
Unable to concentrate  
Preoccupied  
Withdrawn

Support from loved ones, friends and coworkers, as well as participating in activities that promote healthy emotional and physical well-being and reduce stress, often assist in coping with loss. Additionally, many people benefit from professional assistance to assist in the healing process.

Your EAP provides a caring environment where you can begin working through your loss, learn to face the reality and express the feelings and emotions associated with it.

**If you or your family members are in need of assistance,  
EAP IS HERE FOR YOU!**



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