

EAP

EMPLOYEE ASSISTANCE PROGRAM

For Employees



Licensed therapists at EAP offer services and support to help improve your emotional well-being.

EAP provides confidential, voluntary, free counseling services to employees and family members of the City & County of San Francisco, San Francisco Unified School District, San Francisco Superior Court and San Francisco City College.

COUNSELING

Individual and Couples

Get one-on-one counseling for personal and work-related concerns from a licensed EAP therapist. Reduce the emotional stress that can affect your physical health, relationships and work performance. Call EAP if you are experiencing:

- Work-related stress
- Escalating conflicts with family, friends or co-workers
- Difficulty sleeping
- Inability to concentrate
- Feeling overwhelmed or isolated
- Chronic sadness or depression
- Reliance on alcohol and/or drugs

You or a family member may access up to six EAP sessions per calendar year. Sessions are confidential, voluntary and free. Call EAP to schedule.

EAP therapists can help you:

- Improve family and work relationships
- Find more satisfaction in your job
- Communicate effectively
- Process difficult emotions
- Reach personal and professional goals
- Become a better spouse, partner, parent
- Transition towards retirement
- Address grief and loss

Referrals

If you need additional services, EAP can provide guidance on accessing mental health care and substance abuse services offered through your medical plan. EAP also provides referrals to community resources for elder care, legal support and financial concerns.

Mediation

Mediation takes place when a neutral party (in this case, an EAP counselor) works with individuals to encourage reconciliation and compromise. The desired outcome is to help participants create a mutually acceptable workplace-based agreement. Call EAP to schedule.

Critical Incident Debriefing & Crisis Response

Even emotionally resilient people may experience strong reactions when exposed to a crisis. During these times, EAP helps support people as they process complex emotions and return to their regular routine. Call EAP to learn more about Critical Incident Stress Debriefing.

EDUCATION & TRAINING

Seminars and Workshops

Life changes, whether positive or negative, require us to adapt and expand our coping and communication skills. EAP offers free seminars and workshops at the Wellness Center and at worksites, typically during lunch hour. EAP seminars include:

- Balancing Life and Work
- Dealing with Difficult People
- Time Management
- Managing Emotions
- Parenting
- Creating a Meaningful Retirement
- Stress Management
- Anger Management
- Sandwiched In/Caregiving

For a calendar of EAP seminars, visit myhss.org/well-being or call to schedule at your worksite.

Violence Prevention Training

For employees who work with the public, this full-day workshop teaches techniques for the prevention and safe management of disruptive or threatening behavior. It increases confidence and effectiveness in handling potentially dangerous situations. Hands-on exercises offer practice in defusing an explosive situation by reacting appropriately to early warning signs. There is a per person fee, which includes training materials. Call EAP for upcoming dates.

CONTACT EAP: 1-800-795-2351

Call to schedule an appointment:

1-800-795-2351
9:00am–5:00pm
Monday–Friday

EAP office location:

Health Service System Wellness Center
1145 Market Street, 1st Floor
San Francisco, CA 94103

The EAP office is easily accessible by public transportation. Take BART or MUNI to Civic Center station.

City & County employees may use sick or personal time for EAP counseling. See myhss.org/downloads/wellness/DHR_Encouraging_Wellness_Activities.pdf to review the type of time that can be used by City & County employees for various EAP activities.