

ENHANCE EMPLOYEES AWARENESS OF EAP AND
DEVELOP AN ORDERLY EXPANSION OF THE PROGRAM RESOURCES

OUR GOAL is to provide an effective mental health service to the Agency population in the area of work-related problems, relationship problems, marital problems, family issues, personal problems, learning disabilities, single living information, vocational concerns, spouse abuse, and eating disorders. The purpose of this service is to promote and assist in the well-being and performance of the Agency's employees.

OUR OBJECTIVES are to increase employees' awareness of the Program and develop an orderly expansion of the Program's resources and capabilities. Along with meeting these objectives, it is essential that the quality of the EAP service and its personal caring nature be maintained. All objectives for the past quarter were met successfully.

Our brochures were distributed on an all-employee basis. We included brochures with each pay slip. Posters are displayed in all buildings and tent cards were placed in the cafeterias and lunchrooms for two weeks in Headquarters and other buildings. Our resource file is enhanced almost daily and, when time has permitted, visitation to referral agencies and to mental health

personnel has taken place. Our resource file includes selected names of competent professionals and organizations for referral purposes, and literature in mental health areas for client reading on applicable topics.

Professional education of staff has included one-day workshops in Counseling and one four-day workshop on The Family by prominent professionals in the mental health field. Continuing education of staff is important and will be an on-going process. Two Parent-Support Groups are currently functioning for parents who have children ages infant to 12 and 13-21, respectively. These Groups meet during lunch time (12-1 o'clock) weekly and appear to be successful; this assessment is based on the feedback people have given us. These Groups have been set up for eight weeks. At the end of that time we will evaluate the process and decide on the next step(s).

These support groups provide an example of the EAP's efforts to catch and deal with personal problems before extensive harm is done at work and in personal relationships.

In April, along with the Clinical Activities Division, we have engaged to discuss "The Use of Hypnosis in Medicine;" particularly, as it pertains to weight reduction and cessation of smoking. The presentation will be in the Auditorium. At the end of the lecture, sign-up sheets for people interested in self-hypnosis workshops on Weight Reduction

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and Smoking Cessation will be circulated; subsequently two programs will be organized and established. We are also planning on presenting relevant movies during lunch-time for employees.

The enclosed graph will give you an idea of the kinds of cases and caseloads with which we are dealing. Over 225 people have been seen since the program started; the average is five visits each. The heaviest load is in marital therapy; however, several other areas of assistance are well represented. Case examples are given.

At all times I have the capable resources of the Clinical Activities Division and work closely with them. The EAP has Clinical Activities Division psychologists and psychiatrists available for consultation.