

## **EMPLOYEE ASSISTANCE PROGRAM**

The City of Chesapeake is committed to investing in the well-being of its employees. Management recognizes that an employee's well-being directly affects job satisfaction and productivity and that an employee's personal problems may result in poor work performance that in turn may adversely affect City operations and jeopardize the employee's career. Personal problems may include, but are not limited to: family, marital, substance abuse, psychological, legal, health or financial. While it is neither the role nor the desire of City management to become directly involved in the personal problems of employees, management does want to provide a way in which employees can more easily recognize when they have a problem and obtain help for that problem at the earliest stage possible.

The Employee Assistance Program, (E.A.P.) has been established as a benefit to provide a free, simple and confidential means for employees to seek and obtain help for overcoming problems affecting job performance at the earliest possible stage. The EAP emphasizes the confidentiality of all treatment or counseling, regardless of the stage at which the referral is made.

All full-time and regular part-time City employees, their dependents and members of their immediate household are eligible to participate in the Employee Assistance Program. The first (8) visits are free of charge.

For additional information, please refer to Administrative Regulation 2.43.