

# Your Employee Assistance Program (EAP)

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The Employee Assistance Program (EAP) is a convenient source of professional assessment and referral for you and your family for almost any personal difficulty—such as alcoholism and drug abuse, physical and emotional stress at work or at home, marriage and family discord, financial difficulties and job-related issues.

The EAP is paid for and provided by The Sound Partnership. To ensure absolute confidentiality, an independent consulting firm—Health Venture—has been retained to administer the program. Its staff includes counselors with credentials and experience in a variety of fields, including individual and marital counseling, family therapy, psychiatry, social work, nursing, and chemical dependency treatment.

This brochure describes highlights of The Sound Partnership's Employee Assistance Program (EAP). For more details about the program, please contact:

## Health Venture

- (253) 572-5552, Pierce County
- 1-800-447-8327 toll-free long distance, inside Washington State

You may also contact The Sound Partnership at (253) 571-1240 or at (253) 571-1103.



This is intended only as a highlights of the plan—it is not a summary plan description. If there is a conflict between these highlights and the official plan documents, the official plan documents will prevail. The Sound Partnership reserves the right to amend or terminate the plan or any plan provision at any time. This is not an employment contract or a guarantee to continue employment for any length of time.

## Who Is Eligible

You and your family members are eligible for the Employee Assistance Program (EAP) if your medical coverage is provided through The Sound Partnership.

## Eligible Family Members

Eligible family members include your spouse/domestic partner and unmarried dependent children under age 26. Disabled children may be covered past the normal age limits. Please contact The Sound Partnership for detailed definitions of “eligible dependents.”

## Cost

The Sound Partnership pays the full cost of the EAP. There is no additional cost to you.

## When Participation Begins and Ends

You and your eligible family members may begin to use the EAP any time after you become an eligible employee.

Eligibility to participate ends when you terminate employment.

## After Coverage Ends

After coverage ends, if you purchase continued participation in a WEA Select Medical Plan under COBRA, your EAP coverage will continue as well. COBRA is a federal law that allows participants to continue health coverage for a period of time after their group coverage ends. Please contact The Sound Partnership for more information.

## Health Venture Is Just a Phone Call Away

You can call Health Venture at one of the following numbers:

- (253) 572-5552 in Pierce County
- 1-800-447-8327 toll-free

The EAP phone lines are staffed Monday through Friday from 7 a.m.-7 p.m. When you call, the receptionist will arrange an appointment with a Health Venture counselor. You will need to identify yourself as a participant in The Sound Partnership EAP. But, you will not have to give your name unless you want to make an appointment with a counselor. If you need immediate help beyond these hours, please contact the Crisis Line at 1-800-576-7764.

## How the Program Works

You are allowed from one to three “assessment sessions” with a Health Venture counselor—at no charge to you. During a session, you and the counselor will discuss and evaluate the nature of your problem.

If ongoing counseling is necessary, you will be directed to private or community resources for further assistance. Of course, the decision to seek services and who will provide the services is up to you.

You will be responsible for any charges you incur from these other providers. Before making a referral, your Health Venture counselor will consider your financial resources—including benefits available from your employee medical plan.

Health Venture carefully screens its staff and professional sources of referral. Your employer and The Sound Partnership rely on Health Venture’s investigation and consequently make no representation about the providers’ qualifications or standards of care.

## Family and Marriage Counseling

### WEA Select Medical Plans

If you are enrolled in a WEA Select Medical Plan administered by Premera Blue Cross: Participants in an EasyChoice Plan or Plan 1, 2, 3 or 5 may receive benefits for family and marriage counseling services referred by Health Venture and received from Health Venture designated providers. Family and marriage counseling is covered only when medically necessary to treat your or an eligible family member’s diagnosed mental health condition.

### Group Health Cooperative

If you are enrolled in Group Health Cooperative: The family and marriage counseling services described here do not apply to you—but similar services are available through GHC Behavioral Health Services. For more information, call Behavioral Health Services at 1-888-287-2680 or call GHC at (206) 901-4636 (local) or 1-888-901-4636 (out of area).

## Confidentiality

Services you receive from the Employee Assistance Program will be kept completely confidential. Without your written authorization, Health Venture will not reveal specific names or case details to your employer or anyone else—unless required to do so by law, for example, in cases involving threats of harm to self or others.

## The EAP Helps You Help Yourself

The Employee Assistance Program is not a cure-all, but it is a good place to start learning how to help yourself.

This program does not alter management's authority. For example, if your job performance is below par, participation in the EAP will not guarantee your continued employment—that depends on adequate performance.

Nevertheless, by calling Health Venture, you may be taking the first step towards a better life for you and your family.