



Your Employee Assistance Program (EAP) provides you with management tools. These tools help you address a variety of workplace issues including working with underperforming employees. Using the EAP helps create a more productive atmosphere and makes your job easier.

What Tools Are Available?

- **FREE, CONFIDENTIAL CONSULTATIONS**-Discuss job performance issues including absenteeism, productivity, co-worker conflict and other workplace behavioral problems with our EAP consultants.
- **ASSISTANCE WITH UNDERPERFORMING WORKERS**-HDC consultants provide assessment, case management referral and coordination of communications regarding troubled workers.
- **WORKPLACE RISK MANAGEMENT**-Our consultants assist in managing risk regarding termination, disability, workers' compensation, harassment and behavioral concerns.
- **EAP MANAGER TRAINING**-Training is provided in person and on line to address workplace performance and behavioral issues.
- **PROMOTIONAL MATERIALS FOR EMPLOYEES**-HDC provides brochures, posters, newsletters and a website to educate employees about the benefits available to them.

We Are Here For You

Our dedicated consultants are available 24 hours a day, 7 days a week to address your needs. Crisis calls are handled immediately and all appointments will be scheduled in a timely manner. Use of your EAP is confidential and is not reported to your employer.

Call us 24/7/365 at 800.877.8332 or visit www.humandev.com

3 Easy Steps To Using Your EAP

1

Call 800.877.8332 or review online resources at www.humandev.com.

2

Speak confidentially with a consultant to receive guidance and support on ways to address workplace issues, to request promotional materials or to receive information about training.

3

Receive continued support from our consultants who will assist you and your employees in resolving workplace issues.

All counseling services are confidential and in compliance with the law.