

EMPLOYEE ASSISTANCE IS AVAILABLE  
12 MONTHS A YEAR BY CALLING:

**315.223.4734**

If this is an emergency  
please dial 911 or call 1.844.732.6228 for MCAT  
(Mobile Crisis Assessment Team)



Oneida • Herkimer • Madison

**BOCES**

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Oneida-Herkimer-Madison BOCES  
Component School District  
Employee Assistance Program

**PARTICIPATING SCHOOL DISTRICTS**

Brookfield Central School  
Clinton Central School  
Holland Patent Central School  
Oneida-Herkimer-Madison BOCES  
Oriskany Central Schools  
Sauquoit Valley Central Schools  
Whitesboro Central Schools  
Town of Webb Schools

EAP is a good place to start  
learning all of your options.

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Free, confidential and timely information that  
will help you identify all the resources available  
to address your needs and offer support to  
access resources.

**EMPLOYEE**  
— ASSISTANCE —  
**PROGRAM**

**2022-2023**



A PROGRAM OF OHM BOCES

Debra Hagenbuch  
EAP Coordinator  
315.223.4734

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# WHAT IS THE EMPLOYEE ASSISTANCE PROGRAM?

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The Employee Assistance Program has been established to help school personnel and their families manage life's challenges. Stress, issues of family relationships, financial or legal difficulties, alcoholism or drug abuse, and other personal or family matters can grow to impair the quality of an individual's personal life and work. The EAP is designed to help employees and their families deal with these and other problems before they become serious.

## WHAT SERVICES ARE PROVIDED?

The Employee Assistance Program is free, confidential and voluntary. School personnel and members of their families will receive private assistance with assessment and referral, as required, to specialized agencies and services.

## ELIGIBILITY

The EAP is available to all school district employees and their families. We encourage each individual to seek assistance through the EAP but referrals from family members, fellow workers or friends are also accepted. Anyone seeking further information or assistance should call 315.223.4734 and leave a message for the EAP Coordinator. If this is an emergency please dial 911 or call 1.844.732.6228 for MCAT (Mobile Crisis Assessment Team).

## WHY IS EAP IMPORTANT?

The EAP can provide an easy and early solution to problems before they reach a crisis stage. From time to time, we all experience some type of personal or emotional conflict. Usually we can handle these situations on our own. However, sometimes issues confuse us and they continue to get worse. It is important to find solutions to these problems before they seriously affect our jobs or our families, and the EAP is a good place to start. The EAP Coordinator can help you identify all the resources available to address your needs.

ALL CALLS ARE CONFIDENTIAL.

## COST

The Services of the EAP are free to employees and their families in participating school districts. However, after a problem has been assessed, the individual might be referred to a community agency or specialist for treatment or counseling. At that point health insurance may cover the costs.

## WHO OPERATES THE EAP?

Employee Assistance is provided by a certified Employee Assistance Coordinator who will respond to your calls within 24 hours. In most instances your call will be returned the same day. You simply need to leave your name, number and a time you can be reached. The phone line is completely confidential and is only accessed by your EAP Coordinator.

The Employee Assistance Program has information in the following areas:

- Adoption & Foster Care
- Alcoholism
- Child Abuse & Protective Services
- Consumer Rights
- Counseling & Personal Problems
- Day Care
- Debt Counseling
- Disabled Services
- Disaster Services
- Drug Problems
- Education
- Environmental Problems
- Ex-Offenders
- Finances
- Food Programs
- Health-Related Services
- Home Services
- Housing
- Human Rights
- Information & Referral Services
- Job Training
- Legal Services
- Mental Health
- Nursing Services
- Pregnancy Services
- Recreational & Personal Growth
- Rehabilitation
- Residential Services
- Senior Citizen Services
- Transportation
- Used Merchandise
- Volunteer Services