



THE UNIVERSITY OF  
**WESTERN  
AUSTRALIA**

# Employee Assistance Program



# Good days, bad days, we all have them...



## **What is an Employee Assistance Program?**

The Employee Assistance Program (EAP) is a free, confidential counselling service offered to UWA employees and eligible persons. This program can assist with personal or work-related issues that may be impacting your health, wellbeing or job performance.

## **Issues your EAP can assist with**

Often, the longer an issue remains unresolved, the more aspects of your life are affected by it. Early help with a minor issue may prevent its development into a major one. These issues may include:

- conflict with others
- coping with change
- relationships
- marital and family problems
- children's and adolescents' mental health
- anxiety, stress and depression
- alcohol and substance misuse
- grief and loss
- crisis and trauma response
- financial and legal



## How can I access the EAP?

Appointments can be made by telephone or email. For contact details, see below. Managers, colleagues or family members can suggest the use of the EAP but the decision to make an appointment is always voluntary.

Our EAP provider is **PeopleSense**, a Perth-based company that employs registered psychologists with extensive experience in EAP counselling and workplace consulting.

Psychologists can be accessed through face-to-face, telephone or internet based-modes.

T: **1300 307 912** (24 hours, 7 days)

E: **reception@peoplesense.com.au**

**safety.uwa.edu.au/eap**

## What happens in a counselling session?

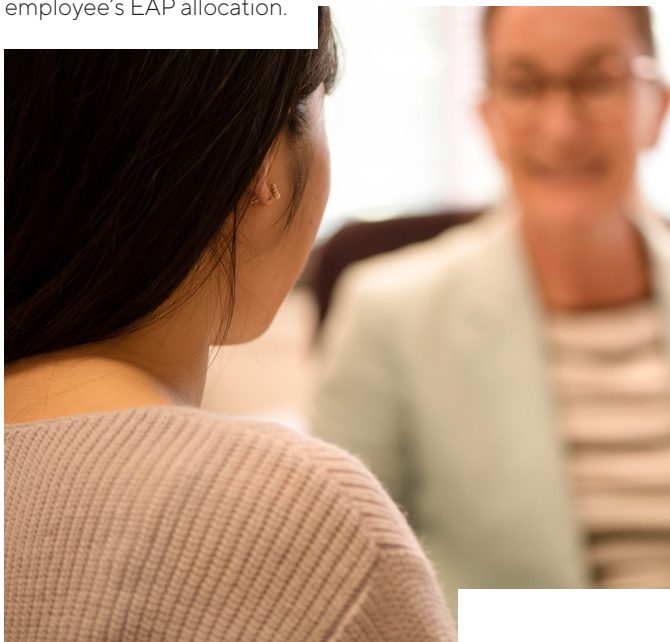
The EAP operates with a four-stage process.

- Understanding the problem
- Identifying options
- Developing an agreed action plan
- Skills development and application

Counselling often helps you to see things in a different light and to develop plans to approach difficult issues in a constructive manner.

## Manager Assistance Program

At times, managers can face complex situations and demands that impact on their ability to manage their employees effectively. This service is designed to support managers in proactively addressing employee issues and enhance their management and leadership skills. The Manger Assistance Program is available to all leaders, and does not use any of the employee's EAP allocation.



## How confidential is the EAP?

All EAP consultations are strictly confidential. Your counsellor will not share information about you with anyone unless authorised by you in writing. There are exceptions to this, which the counsellor will discuss with you.

## Who can use the EAP?

- All UWA employees and approved University affiliates
- Eligible family members (partners or children under the age of 25 living under the same roof)

## Do I have to pay for the EAP?

No. This service is free to you and eligible persons for up to six sessions per year.

## Will my job be affected?

The University supports the EAP. Use of the program will not be held against you, or detract from any employment opportunities. Learn more at [safety.uwa.edu.au/eap](https://safety.uwa.edu.au/eap)





## **PeopleSense Head Office**

2 Bagot Road, Subiaco WA 6008

Other locations include Bunbury, Busselton, Byford, Canning Vale, Fremantle, Joondalup, Mandurah, Margaret River, Midland and Rockingham.

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