

Member Benefit Overview

The Challenge

How do you keep your mind focused on what's important; family, career and your health, when life throws you into a tailspin?

Good question.

The folks at Capital EAP are trained to help you find the answers, solve problems, get advice, and access the support you need to get back to what's important – your happiness and well-being.

What is Capital EAP?

The Capital Employee Assistance Program (EAP) is a benefit provided to both you and your family members by your employer. With a single call and at no cost to you, Capital EAP can offer you support, counseling, advice and assistance managing the events that affect your health and happiness at both work and in the home.

Why would I call Capital EAP?

What's on your mind while you're at the office other than your work?

What's distracting you from enjoying your time at home?

Just about anything that prevents you from enjoying your life to the fullest, may be a reason to talk us. Just some of the reasons people call us...

Counseling	Work-Life Management	Family Life
Stress Management	Interpersonal Skills	Financial Advice
Depression	Professional Development	Legal Advice
Substance Abuse	Work-place Stress	Marriage Counseling
Emotional Support	Workshops and Training	Aging Parents
Health and Wellness	Work Relationships Issues	Births, Deaths and Accidents
Fear and Anxiety	Manager Issues	Grief and Loss

You can find many more topics online at www.capitaleap.com

Help for you *and* your family

This benefit is not only for you, but for your immediate family members as well. Spouses, domestic partners and even your children to age 26 can call us confidentially and at no cost to you.

Be sure to tell everyone at home.

Assistance for Work and Life

Mental Health | Work-Life Balance | Family Support | Professional Counseling

(800) 777-6531 | questions@capitaleap.org | www.capitaleap.org



Remember

Contacting us doesn't mean you need "counseling." Often we can provide answers and give you the assistance you need with a simple phone call.

Your conversations are between you and your counselor. Your employer will not know you used these services.

It's okay to ask for help. Don't wait until things are overwhelming.

How Capital EAP works and what to expect

Step 1: Something's on your mind

There's no reason to worry about whether you should call us or not. Just call us. Your call is confidential. We'll walk you through the steps and figure out what to do next. That might be a phone call or a meeting. Our Intake Specialists will get a little info about the subject, and then make a recommendation.

Step 2: Worth talking about

Sometimes it makes sense to see us. If so, we'll schedule a convenient time to meet with one of our seasoned and certified professional counselors.

Some things to keep in mind:

- Counselors are professionally trained and credentialed, and have experience across a broad array of subjects
- Hours are typically between 9:00am and 7:00pm. Evening appointments are also available.
- Offices are located in several Capital District areas
 - Albany (Main Office)
 - Schenectady
 - Clifton Park
 - Saratoga Springs
 - Plus, nationwide network of certified counselors
- We can usually accommodate special needs such as bilingual services
- We can explain your complete EAP benefit package (number of sessions, etc.) if you'd rather not talk to your HR Department.

Step 3: Start making it better

Simply stated – we're here to help. Whether your concerns are personal, work-related, family related, financial, legal or any other, it costs nothing to talk to us, and we've been helping people manage these kinds of issues, and getting great results, for more than 30 years. We can probably help you too.

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