



Your Employee Assistance Program

WE ARE HERE TO HELP

Any day, any time
with FREE
confidential support.

IN-HOUSE EAP

240-314-1040

EXTERNAL EAP – KEPRO

866-496-9599

Maryland's Largest School District

MONTGOMERY COUNTY PUBLIC SCHOOLS

BALANCING THE RESPONSIBILITIES

of work and family can be challenging. You might be dealing with an issue that is causing you anxiety and concern, or simply looking for advice on practical matters.



Your Employee Assistance Program provides professional, confidential support and information on the all the issues you deal with in life.

WHEN SOMEONE GETS HELP

with a personal problem,
job performance improves,
home life improves, and

EVERYONE BENEFITS.

How can the Employee Assistance Program help me?

WE ARE HERE to provide personal counseling to you and your immediate family members and work-life services to help you manage everyday challenges. These may include—

- feeling under pressure at work and in need of support
- dealing with a challenging supervisory situation and unsure of the best way to manage it
- relationship issues
- coping with grief and loss
- concerns that you or someone you know has an alcohol or drug-abuse problem
- financial or legal issues
- needing services or resources for an aging parent

Here are Your Employee Assistance Program services:

- Confidential, professional counseling
- Support and guidance on legal, financial, family and work issues
- Consultation and coaching for managers on how to deal with difficult situations
- Workshops on a wide variety of relevant topics
- Online tools and information to address your well-being and concerns

Who will know that I've contacted the Employee Assistance Program?

NO ONE. All discussions between you and your counselor are confidential. Information about your contact with the EAP will be released only with your written consent, except in a situation where there is a significant risk of harm to yourself or others, or in situations of child or elder abuse.

Who provides the services and supports and what is their contact information?

In-House EAP:

240-314-1040

(8:30 a.m.-5:00 p.m.,
year-round)

**45 West Gude Drive
Suite 1300
Rockville, MD 20850**

Jeffrey Becker,
LCSW-C, CEAP
EAP Specialist

Robyn Rosenbauer,
LCSW-C, CEAP
EAP Specialist

***www.montgomery
schoolsmd.org/
departments/eap/***

Contact the In-House EAP for

- Personal counseling (*up to 8 no-cost sessions*)
- Workplace issues
- Crisis intervention
- Supervisor consultation
- Information about the Dispute Resolution Program
- Workshops such as stress management, communication, balancing work/life
- Legal/financial referrals, including MCEA and SEIU legal networks that provide a free consultation and a 30 percent discount to members.
- Referral to community providers and resources
- MCPS Caregiver support group

External EAP: **KEPRO**

866-496-9599

(toll free)

24 hours a day,
7 days a week

www.EAPHelplink.com

Company Code: MCPS

Contact the External EAP for

- Personal counseling off site (*up to 6 no-cost sessions*)
- **WORK/LIFE CONVENIENCE SERVICES**—Resources and referrals to assist with everyday needs. Services include, but are not limited to the following:

| Child Care & Parenting | Eldercare | Convenience Services |
|------------------------|---------------------------|----------------------|
| Daycare & babysitters | Assisted living | Home repairs |
| Special needs | In-home care & supports | Moving/Relocation |
| School & summer camps | Community-based resources | Pet care services |

LEGAL AND FINANCIAL ASSISTANCE—

Network of attorneys and financial consultants available for guidance

- **Legal Consultation**—Free consultation in person or via telephone with an attorney who specializes in your specific issue, and a 25 percent discount if you decide to retain the attorney.
- **Financial Consultation**—Free consultation with a financial specialist who can assist in providing recommendations and assist in determining next steps based on your specific financial needs. Examples: Retirement planning, bankruptcy, college savings, taxes, credit issues, and more.

