

CONTACT BEHAVIORAL HEALTH SERVICES

Department of Consultation and Training

The Employee Assistance Program (EAP) Supervisor Training

Duration: 2.5 hours

A necessary function of every supervisor and manager is to address job performance problems. Early detection and intervention with a troubled employee can play a major role in reducing workplace risk factors, containing health care costs and increasing employee morale and productivity.

This presentation will:

- Describe the services that CONTACT *Behavioral Health Services* offers to employees and supervisors
- Identify the behavioral characteristics of the troubled employee
- Identify key points in documenting and intervening with the troubled employee
- Define the process for referring the troubled employee to CONTACT *Behavioral Health Services*
- Explore the impact of substance abuse on work performance