



<b>Policy Title</b> Employee Assistance Program	<b>Original Adoption Date</b> 4/20/1989	<b>Policy Number</b> HR-154
<b>Responsible College Division/Department</b> Human Resources	<b>Responsible College Manager Title</b> Vice President of Administration	
<b>Policy Statement</b> The Employee Assistance Program (EAP) provides a confidential and voluntary prevention and intervention service in a number of human problem areas without jeopardizing employability. These areas include marital, legal, financial, psychological and emotional, medical, drug and alcohol, and career-related concerns.  The Employee Assistance Program is available to all regularly scheduled employees who also participate in Wisconsin Retirement System (WRS).		
<b>Reason for Policy</b> The college is committed to improving the quality of life within Lakeshore Technical College (LTC) for employees. One aspect of this quality of life is the health and stability of its employees and the recognition of the human problems that may affect individuals personally and professionally. Increasing pressures and changing influences of society impact on all our lives at one time or another. Because employees are viewed by LTC as one of its most valuable resources, the College has implemented an informational and referral program to provide support and assistance to employees and their dependent family members.		
<b>Cross References and Legal Review</b>  Reviewed/Revised: 11/16/89; 10/1/90; 5/19/93; 6/17/96; 7/1/02; 1/20/05; 1/22/13; 6/19/17, 8/27/2018  <b>Legal Counsel Review and Approval:</b> <b>Board Policy: III.A. General Executive Constraint, III.B. People Treatment, III.C. Compensation and Benefits</b>		
<b>Definitions</b>		

See: [Employee Assistance Program Procedure](#)