

EMPLOYEE ASSISTANCE PROGRAM

~~RAILS will provide confidential and voluntary assistance through its employee assistance program (EAP) to all employees and their family members who may be faced with challenges of financial concerns, legal issues, alcohol or drug problems, marital problems, illness of a family member, emotional worries, child care problems, etc. For the welfare of employees as well as for effective business operations, RAILS encourages its employees to take advantage of this valuable benefit.~~

RAILS is committed to supporting the wellbeing of its employees and their family members by offering confidential and voluntary services through the Employee Assistance Program (EAP). This program provides help with a range of personal and family challenges including financial concerns, legal issues, addiction recovery, marital problems, illness of a family member, emotional worries, childcare problems, etc. Employees and their families are encouraged to utilize this valuable benefit to support both their personal wellbeing and professional success.

EAP counselors are available to meet with employees and their family members to assess a problem and develop a plan for resolution. The counselors may suggest a referral to an outside resource, such as a therapist, agency, physician, treatment facility or other professional that would be appropriate to assist in resolving the problem or situation.

There is no charge for employees or their families to use the services of the EAP. The EAP counselors will make every effort to coordinate referrals for ongoing treatment with the employee's health insurance coverage as well as with their ability to pay.

Confidentiality

All personal information regarding an employee's participation in EAP is strictly confidential. No information will be shared with RAILS and is not recorded in an employee's personnel file unless required by law or when written consent is provided.