

DHSTogether
Resource Guide
Department of Homeland Security
Headquarters Components

Employee Assistance Program

Toll-free number: 866-511-3372

The HQ Employee Assistance Program (EAP) provides services designed to help employees, managers, and organizations meet life challenges and remain healthy, engaged, and productive.

For employees: Your EAP offers short-term **confidential** counseling and referral for issues that are affecting your ability to work. The EAP will either address your concerns during counseling sessions, or they will refer you on to appropriate community resources, counselors, and other supports. Issues addressed by the EAP include:

- Life changes – divorce, new job, new baby, aging parents, grief and loss, retirement
- Life challenges – drug and alcohol abuse, depression, eating disorders, mental illness
- Job stress and burnout
- Coping with difficult situations or difficult people

For managers: Your EAP is an ally in fostering a high-performance organization by providing:

- Coaching – how to refer employees to EAP, have difficult performance conversations, handle difficult employees, be a better manager
- Counseling and referral to help you manage your own stress and life challenges

Resource and Referral Service

Toll-free number: 866-511-3372

Website: <http://www.guidanceresources.com>

The HQ Resource and Referral can help you find child care and/or elder care, and can also assist with personal finance and legal issues.

The website contains a wealth of information on a broad array of topics, including wellness, relationships, work and education, finances, legal, and consumer and leisure.

The toll-free number will put you in touch with child care and elder care specialists who can help you determine your needs and locate appropriate providers. They can also link you with financial planners and attorneys.

National Suicide Hotline

If you believe that you or anyone you work with is at risk for suicide, please contact the national suicide hotline for assistance.

1-800-273-TALK (8255); 1-800-799-4889 (TTY)

Red Nacional de Prevención del Suicidio: 1-888-628-9454

For further information on this hotline visit the website: <http://www.suicidepreventionlifeline.org>

If you believe that you or anyone you work with is at IMMEDIATE risk please call emergency services (911).