

Employee Assistance Program

The University of Guelph offers an Employee and Family Assistance Program (EFAP) to eligible employees and their immediate family members in need of confidential, professional counselling for personal, family, relationship, and wellness issues.

Eligibility

Employees and their immediate family members (spousees and dependent children living at home) in the following employee classifications are eligible for EFAP services:

- Regular full-time employees'
- Sessional Lecturers (represented by CUPE 3913 Unit #2)

Access for Sessional Lecturers and their immediate family members will be limited to periods when the employee holds an active employment. Where EFAP services are accessed during an active sessional appointment and the contract ends prior to program completions, such as access will be continued into the next semester.

The University will cover the costs of up to six hours of counselling per client in a 12 month period. If a counselling appointment is missed or cancelled without 24 hours' notice, the client may be charged.

Accessing your EFAP

Access to counselling is available 24 hours a day, seven days a week through the University's EFAP provider, [Homewood Employee Health](#) [1] by calling 1-800-663-1142. If you require any additional assistance in order to access EFAP, you may contact the manager of Occupational Health and Wellnes by calling 519-824-4120 ext. 52133.

Services Available

Clients will be referred to a broad range of diversified counselling specialists and may choose to consult with either a male or female professional. Services are available in many languages and are provided at numerous locations to enhance client privacy and convenience. Whenever possible, appointments will be arranged outside of normal working hours.

Confidentiality

Confidentiality is an essential feature of the University's EFAP. Homewood Employee Health and its counselling professionals will not compromise the anonymity of EFAP participants or disclose details of counselling sessions without clients' written consent. Correspondence and invoicing from Homewood Employee Health to the University will not include names or employee identification.

Source URL: <https://www.uoguelph.ca/hr/staff-faculty-health-well-being/employee-assistance-program>

Links

[1] <http://www.homewoodhealth.com/corporate>