

We are here



**located in Bldg 31, Room B2B57
9000 Rockville Pike
Bethesda, MD 20892**

Phone: (301)496-3164

Fax: (301)496-3845

<http://www.nih.gov/od/ors/ds/eap>

**The NIH Employee Assistance Program (EAP)
Is open Monday through Friday
From 8:00 a.m. to 5:00 p.m. E.S.T.**

What Is the NIH Employee Assistance Program (EAP)?

The most important asset of NIH is its' employees. Both you and the organization benefit when programs like EAP are available to assist with concerns that may affect the quality of your work and family lives. We all experience personal and work concerns from time to time and we know that many situations improve with access to professional consultation. The EAP is a confidential service that was established at NIH 20 years ago to respond to these types of issues. Supervisor and managers may also seek the guidance of a consultant to determine the appropriateness of referring employees who might be experiencing work performance and conduct changes due to personal issues.

The EAP consultants provide a variety of services including:

1. Assessment
2. Consultation
 - Confidential Personal Assistance
 - Organizational Job Coaching
 - Personal Growth and Development
 - Problem Solving with Individuals & Groups
3. Crisis Intervention
4. Short-term Counseling
5. Disability Management
6. Referral
7. Information & Resources
8. Follow Up
9. Training
10. Workshops
11. Seminars

The NIH EAP is staffed by social workers and professional counselors who have graduate degrees and licenses or certification in the field of employee assistance.

THE NIH EMPLOYEE ASSISTANCE PROGRAM (EAP)



FINANCIAL MANAGEMENT

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Just about all of us at one time or another will experience some sort of financial problem. Perhaps we're having trouble making ends meet, struggling to find extra income for college for the kids, or maybe we're just over extended and can't remember how things got so out of hand. It's dinner time and the phone is ringing and you have that sinking feeling in the pit of your stomach because you know it's some bill collector calling and you don't know what to tell them. You're using credit cards just to buy basic necessities or worse yet, to pay the minimum due on other credit cards. You feel hopeless, worthless and terribly embarrassed. How did things get so out of hand and how can you ask for help without looking like a failure.

Life is full of expected and unexpected events, some good, some not so good. Many of these cost a lot of money and some we can never be prepared for. It's easy for a sudden traumatic event or illness to drain savings and put us into financial trouble. Knowing how to plan for the unexpected can be a valuable tool in heading off the stress of financial crisis and knowing where to turn in the midst of such circumstances.

The NIH Employee Assistance Program (EAP) is here to help you plan to avoid adversity and to deal with it when it cannot be avoided. We can show you ways to organize and reorganize your spending habits and budget differently. Should your problems be more complex, an appropriate and timely referral to specialize financial planning, credit rehabilitation or legal services in your community can be arranged. Furthermore, the credit problems may be signals of the seriousness of other problems that you weren't even aware were effecting you so much on the surface.

Some of the services that the NIH EAP offers are the following:

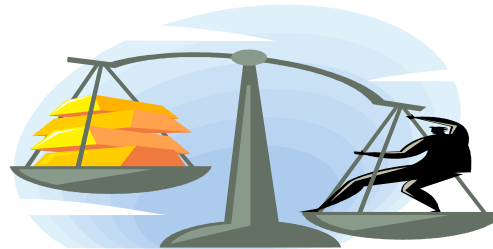
Referral to Financial Counseling Services

Budget Awareness

Problem Solving Skills

Managing Personal Crisis

Organizing Financial Resources



Identifying Compulsive Spending Behaviors

Negotiating Through Family Crisis

Stress Management

Time Management

Substance Abuse Identification and Intervention

HELPFUL HINTS:

Learn to budget wisely, it will result in having more money on hand for emergencies.

Avoid keeping too many charge cards.

Keep from charging staples such as groceries, snacks, non-business meals.

Don't use one charge account to pay another account.

Investigate good resources for savings.

Look into community resources for emergency services BEFORE you need them.

Look into recreational family activities that don't involve excess spending. Try family picnics, in-home games, readings and get-togethers.

Learn to ask for help from the people who care.

