

# MACOMB COUNTY HUMAN RESOURCES POLICY

## EMPLOYEE ASSISTANCE PROGRAM

Macomb County is committed to maintaining a safe and supportive workplace for its employees while providing quality services to its residents. The County recognizes that at times, employees may face a variety of problems that can affect personal happiness, family relationships, job performance, general health and well being. The Employee Assistance Program (EAP) provides assistance for employees by offering confidential assessment, treatment and referral services. It is the Policy of the County to assist employees through an Employee Assistance Program as follows:

The County considers its employees as individuals. It also recognizes that a wide range of personal issues not directly associated with one's job function can have an affect on an employee's attendance, productivity and job performance. This applies whether the challenge is one of physical, mental or emotional distress; substance use disorder; financial, marital, or family matters; legal or other concerns.


Confidentiality is of the utmost importance for those who utilize the services of the EAP. Information will not be disclosed outside of the EAP without the express written permission of the employee and/or dependent utilizing EAP services.

As a person's job performance can be impacted by the concerns of a spouse, children or other family members, the EAP is available to County employees and their dependents.

There is no cost to the employee or dependent for the initial assessment or up to 6 follow-up sessions per topic with a Counselor through the EAP. The employee is responsible for the cost of any referral treatment or services or services outside of the EAP. These costs may be covered by the individual's insurance.

This policy in no way supersedes or interferes with union collective bargaining agreements or work rules. Further, nothing in this statement of Policy is to be interpreted as constituting a waiver of management's right to take disciplinary action or labor's right to contractual grievance procedures.

Approved:



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Office of County Executive

7-1-22

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Date

Approved: July 8, 2014  
Revised: June 1, 2022