



EMPLOYEE ASSISTANCE PROGRAM

No: SAAP 7-6

Authority: Wisconsin Governor Thompson's
Executive Order #94 (1990) and
UWM Administration

Date: September 2020 (reviewed)
September 2014 (revised)
October 21, 1996 (revised)
April 24, 1989 (original)

Initiator: Vice Chancellor for Finance & Administrative Affairs

Responsible Party: Human Resources

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1. The University of Wisconsin - Milwaukee is committed to offering assistance to faculty, academic staff, and university staff employees and their immediate families and household members who are, for whatever reason, experiencing a personal problem that is affecting their quality of life at home or in the workplace.
 2. The Employee Assistance Program (EAP) is accessed by directly contacting the EAP vendor, an independent professional consultation firm*. The program is voluntary and confidential. The individual is responsible for seeking and accepting consultation, referral or treatment.
 3. The policy also provides for employer referrals to the EAP program vendor.
 4. The employer will not discriminate against an individual for utilizing the program. Employees will not be retaliated against for accessing the services of the EAP program.
 5. The Employee Assistance Program's policy and related procedures are consistent with existing personnel policies and procedures. Participation in the program will not insulate the employee from the possibility of disciplinary action if the individual's job performance or workplace conduct is substandard.

*As of this writing, the EAP vendor is FEI Behavioral Health, <https://www.feieap.com>. Access to the plan website is obtained through the use of the password SOWI.