

<b>HUMAN RESOURCES MEMORANDUM 08-038</b>	DATE ISSUED: 12/22/2008
SUBJECT: <b>EMPLOYEE ASSISTANCE PROGRAM</b>	REFERENCE: None
TO: Personnel Liaisons and Attendance Clerks	SUPERCEDES: None

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**PLEASE ENSURE THAT THIS INFORMATION IS SHARED WITH YOUR EMPLOYEES**

**Purpose**

The purpose of this Human Resources (HR) Memorandum is to provide information regarding the services offered by the Employee Assistance Program (EAP).

**Services Offered by EAP**

In this difficult economic time, many State employees and their families are looking for ways to respond to the changing financial situation. EAP offers financial consultation, legal advice and stress relief.

There are numerous online tools available on the [EAP website](http://www.calhr.ca.gov/employees/Pages/eap.aspx) at (<http://www.calhr.ca.gov/employees/Pages/eap.aspx>) that contain financial articles, tools and resources.

**EAP Contact**

These services are always free and confidential, and access is available anytime by calling 866-327-4762, TDD callers please dial 800-327-0801.

**Questions**

If you have any questions regarding this memorandum, please contact your assigned Personnel Specialist.

/s/

MARIA J. LOPEZ, Manager  
Personnel Operations Section

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