

What is the Employee Advisory Service?

Employee Advisory Service (EAS) is a state sponsored program in the New Jersey Civil Service Commission designed to help employees and their dependents with personal, family or work related issues that may adversely impact their work performance. EAS provides confidential assessment, counseling and referral services and helps to restore the health and productivity of employees and the workplace as a whole. Problems are addressed in the quickest, least restrictive and most convenient manner while maximizing confidentiality and quality.

EAS can assist employees and dependents with:

Anger Management

Depression

Anxiety

Critical Incident Stress

Substance Abuse

Stress Management

Grief Counseling

Family Issues

Performance Issues

Who are we?

EAS is staffed with professional counselors and works in partnership with regional providers to offer services throughout New Jersey.

Is EAS a voluntary program?

Yes, the decision to participate is up to the employee. However, management can refer an employee to EAS in certain situations, i.e., poor work performance, absenteeism, inappropriate work behavior or other causes for concern.

Are all services confidential?

Your privacy is important to us. Your confidentiality is protected by state and federal law and regulations. All of the services offered are guided by professional and ethical standards. EAS staff may not release details of your need for services without your prior written consent. Information concerning the date and time of your appointments and referrals can be released to your Human Resource Office.

How are services scheduled?

Employees who come voluntarily or who are referred to EAS will be scheduled for an intake/assessment with a counselor which should take approximately 45 minutes. When referred to EAS by the Appointing Authority, an employee shall be given time off with pay for the intake and evaluation visits. For other situations and visits, arrangements shall be set by the employee and appointing authority, which may include use of available sick or other leave.

Services for Employers:

- **EAS Overview for Supervisors**
- **Critical Incident Debriefing Sessions**
- **Fitness for duty evaluation scheduling**
- **Substance Abuse Professional (SAP) assistance for random drug testing of CDL and Direct Care Employees**
- **Wellness Initiatives**

Our Mission

Employee Advisory Service is dedicated to excellence in providing the best quality confidential assessment, counseling, referral and support services to the State of New Jersey's public employers and employees.

We are committed to the delivery of effective, efficient, confidential and accessible care, tailored to reflect the reality of today's workplace.

Where are we located?

The EAS office is located in Trenton, NJ. Counseling staff and affiliates provide services throughout the State of New Jersey at state operated facilities and in private office settings. The goal is to provide the most convenient location to minimize lost work and leave time.

How can you contact us?

Call us at our toll free number 1-866-327-9133, to schedule a confidential appointment. You can also call this number to speak to a Mental Health Specialist 24 hours a day, 7 days a week.



Remember
in the case of
an emergency
call 911



Philip D. Murphy
Governor
Sheila Y. Oliver
Lt. Governor

STATE OF NEW JERSEY
CIVIL SERVICE COMMISSION

Deirdré L. Webster Cobb, Esq.
Chair/Chief Executive Officer

CIVIL SERVICE COMMISSION

Employee Advisory Service
44 S. Clinton Avenue
P.O. Box 320
3rd Floor
Trenton, NJ 08625-0320
Toll Free (866)327-9133
Fax (609)633-8584
EAS_Help@csc.nj.gov

www.nj.gov/csc/employees/programs/advisory/eas.html



State of New Jersey
Civil Service Commission

Employee Advisory Service



Support. Empowerment. Growth.