

## Confidentiality

Information you provide to the Kentucky Employee Assistance Program will be held in strict confidence, as guaranteed by state and federal law. Confidentiality may be limited when there is a concern for client safety or the safety of others. Any other information disclosed requires an employee's specific permission.

Information is not included in personnel records nor revealed to supervisors, coworkers, family or friends. KEAP records are NOT subject to open records requests.

With your permission KEAP may disclose information in order to assist in obtaining treatment services for you.

Participation in KEAP does not jeopardize your job or promotional opportunities. Employees can contact KEAP on state time with supervisor approval.

#### Contact us

Kentucky Employee Assistance Program 501 High Street, Frankfort, KY 40601 502.564.5788 800.445.5327

Satellite locations (call for days and times):

300 Bldg. Clinic Capitol Annex Clinic 300 Sower Blvd. 700 Capitol Ave. Frankfort, KY 40601 Frankfort, KY 40601

L&N Building 908 W. Broadway Louisville, KY 40203







# When you're looking for answers

### KEAP can help

Our lives are filled with increased demands, anxiety and stress. Day-to-day responsibilities can be challenging enough, but when additional, unexpected burdens are added, we can quickly lose our way.

The Kentucky Employee Assistance Program (KEAP) offers resources that can help us through those times of personal challenge. KEAP staff are licensed or certified by the Kentucky Board of Psychology and experienced in assisting those with personal and work-related issues.

Services are strictly confidential and available to all state employees and their dependents.

Consultation is provided to individuals, families or work groups in a comfortable, supportive environment.

A trusted resource



"Thank you so much for helping me through this tough journey. Your concern and support mean more than words can say!"



### Services

KEAP can assist with:

Stress, anxiety, depression

Mental health concerns

Marital, parenting, eldercare issues

Substance abuse

Work-related stress

Financial concerns

Grief and loss

Home or workplace violence

Crisis response

Management consultation

After an initial assessment, KEAP will help you develop a plan to address your concerns. This could include identifying options for managing stressful situations at home and at work, making a referral to a counselor, or finding local community resources that may offer assistance.

KEAP also provides employee training and development opportunities onsite, online, and in the classroom. Courses include time and money management, eldercare, resiliency, de-escalation skills, and many others.

Crisis response and grief response are available for groups or individuals when a crisis, traumatic event, or death occurs in the workplace.