



Employee Orientation

PRESENTED BY:
PENN BEHAVIORAL HEALTH
UNIVERSITY OF PENNSYLVANIA HEALTH SYSTEM



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This slide should be up on the screen prior to the arrival of the participants.



When the program is an employee orientation (PART I), there are a total of 9 slides (additional 12 for WFB)

When the program is a supervisory training (PART II), there are a total of 30 slides (9 Employee Orientation and 21 Supervisory Training)

When the program is a Human Resources (PART III), there are a total of 60 slides (9 Employee Orientation, 21 Supervisory Training and 30 HR/Occupational Health)



What PENN Behavioral Health offers you and your families is help, through professional counseling, for personal and work-related problems. When you meet with a PENN Behavioral Health counselor, he/she will evaluate your personal situation and discuss options which will satisfy your needs.

For some, the sessions with the PENN Behavioral Health counselor will be sufficient; for others, additional services may be necessary. When this is the case, individualized referrals are made to community resources which have been screened for quality of care and adherence to your benefit package.



Employees & Dependents



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There is no charge to you for your or your CONFIDENTIAL use of the PENN Behavioral Health program. We have contracted with (organization) to provide each of you with free sessions with a PENN Behavioral Health program counselor for the problem you are experiencing.



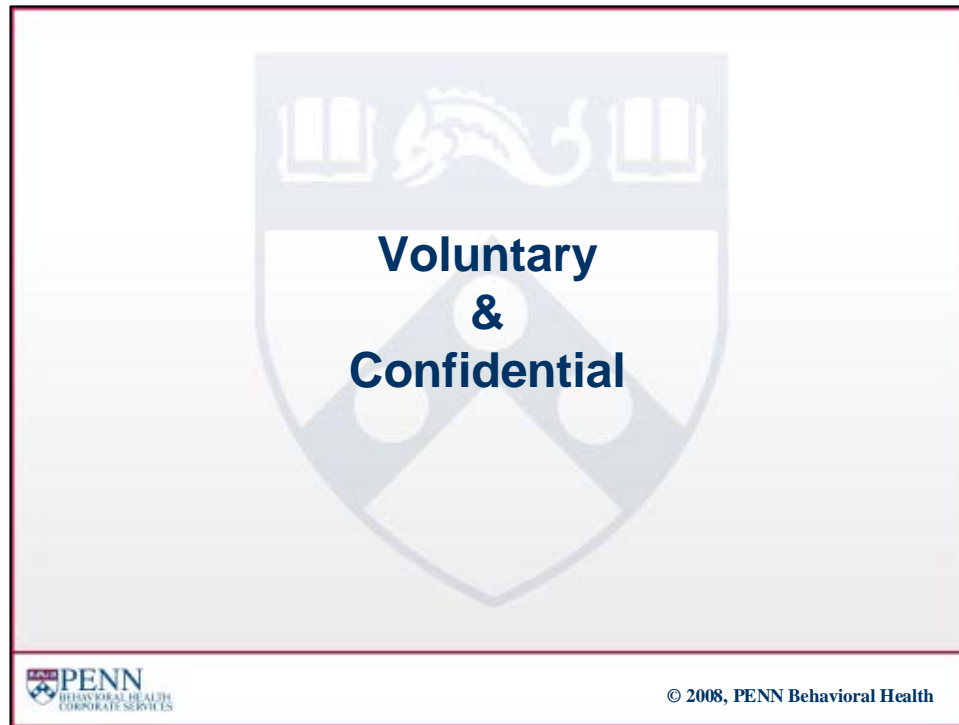
PENN Behavioral Health

No Charge



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This counseling service is provided not only for you as an employee of (organization), but also for your dependents. PENN Behavioral Health considers your dependents to be those included in your health benefit plans.



The PENN Behavioral Health program is voluntary and confidential. You cannot be obligated by anyone to use the program, and the fact that you use the service as well as any information you give the counselor cannot and will not be released without your written consent. The PENN Behavioral Health program's confidentiality is bound strictly by state and federal laws as well as the ethical codes of the counselor's professions.



The PENN Behavioral Health Number:

1-888-321-4433



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If you are unable to call during the 8:00 a.m. to 5:00 p.m. office hours, or if you have an urgent need for help at any time, we provide you with a 24-hour, 7-day-a-week hotline service which you can also access by calling 1-888-321-4433.



PENN Behavioral Health is a national E.A.P. with counselor's offices throughout the entire Eastern Region of the Nation. Whenever you wish to speak with a counselor or make an appointment to see a counselor in person, all you need to do is call our toll-free number, 1-888-321-4433. If you call between 8:00 a.m. and 5:00 p.m. on weekdays, the counselor with whom you are speaking will assist you in making an appointment with an PENN Behavioral Health counselor near where you live or work. They will be sure to connect you with a counselor who is able to help you with the particular type of problem you are facing.



Our counselors are highly trained professionals who are experienced in working with many different types of problems. Each counselor has either a Masters or Doctorate in his/her respective counseling field. When counseling any individual, couple or family within the PENN Behavioral Health program, these professionals' three main goals are to be supportive and understanding, and to provide guidance.



The principal problem areas for which people most often seek help through PENN Behavioral Health are: family and marital; drug and alcohol; Financial and Legal and stress related to personal or work-related issues. PENN Behavioral Health, however, is what is called a "broad-brush" E.A.P. which means that we deal with all kinds of problems on every level. The problems shown on this slide are just a few of the many and varied difficulties with which we can help. We would like to assist you with even very minor problems so that they do not become serious. If you are experiencing any personal, family, or work-related difficulties, please call PENN Behavioral Health. We can help.

[Show and describe the PENN Behavioral Health brochure to the audience. Be sure that everyone has a copy. Ask for questions and comments.]



If you have any additional questions about the program please call the PENN Behavioral Health toll free 1-888-321-4433 number and one of their counselors will be glad to further explain the program or provide you with assistance.