



**GREATER  
SASKATOON  
CATHOLIC  
SCHOOLS**

**EMPLOYEE AND FAMILY  
ASSISTANCE PROGRAM**

**FOR EMPLOYEES AND  
ELIGIBLE MEMBERS OF  
THEIR IMMEDIATE FAMILY**

Sponsored by:  
Greater Saskatoon Catholic Schools Board of Education

People face a variety of challenges in their day to day lives. Issues, such as emotional stress, marital breakdown, financial problems, parenting issues or addiction can arise as the result of the strains and stresses of modern living. When we have problems in one area of our lives other areas such as health, spirituality, relationships or work performance may suffer.

Generally, people have the skills and abilities to deal with these challenges successfully. Sometimes, however, life issues, by their nature, are too complex or too large to solve using normal coping strategies. When this happens the resulting anxiety may drain an individual of energy and effectiveness. It is then your Employee and Family Assistance Program may be helpful.

**The Employee and Family Assistance Program (EFAP)** provides confidential and professional counseling to employees and eligible family members experiencing difficulty. Your EFAP is designed to support employees and their families during these times to ensure a healthy personal and work life.

### **Eligibility**

All Greater Saskatoon Catholic School employees and their immediate families, spouse and dependent children living with the employee, are eligible. The EFAP program will pay for a total of 10 (ten) fully funded sessions for employees and/or eligible immediate family members per calendar year. Group programs are also covered.

Employees are encouraged to familiarize members of their family with these benefits.

### **General Inquiries**

For general information about the EFAP, contact the EFAP Coordinator at 659-7042.

### **Confidentiality**

The EFAP program is designed to safeguard the privacy and rights of employees. Each agency is independent of the Greater Saskatoon Catholic School Division. All counselors are guided by a Professional Code of Ethics. Personal information, including your name, will not be released to the employer and will be kept confidential by the counseling service. Discussions between the employee/family member and the counselor are held in strict confidence.

### **How Do I Make An Appointment?**

You may access the EFAP 12 months of the year by calling one of the independent counseling agencies for an appointment. A counselor should respond within 24 to 48 hours and appropriate sessions scheduled. If necessary, appointments may be arranged outside regular office hours.

- 1) Catholic Family Services of Saskatoon  
200 – 506 – 25<sup>th</sup> Street East  
Saskatoon SK S7K 4A7  
Saskatoon Community Service Village  
**Phone: (306) 244-7773**
  
- 2) Professional Psychologists & Counsellors (PPC)  
1118 College Drive  
Saskatoon SK S7N 0W2  
**Phone: (306) 664-0000**  
**Toll Free: 1-888-425-7721**

### **Late Cancellations/No Shows**

The cost of late cancellations (less than 24 hours) or no shows, are charged to the EFAP Program. Please make every attempt to keep your appointment or provide more than 24 hours advanced notice of cancellation.