

# Workplace Options – Employee Assistance Programme (EAP)

Workplace Options is a confidential, independent, expert provider of employee support services paid for by the Council to help you balance your work, family and personal life. It is available 24 hours a day, 7 days a week, 365 days a year and is accessible by phone, email, online and via instant messaging. Their experts can provide practical information, fact sheets and packs, referrals to services in your local area and short-term counselling.

Their comprehensive website [www.workplaceoptions.com](http://www.workplaceoptions.com) (Username: Sutton, Password Employee) offers extensive resources including articles, searchable databases and regular online seminars. (Add monthly theme calendar)

Topics include:

- Work-life balance
- Workplace pressure
- Managing change
- Personal development
- Emotional Wellbeing
- Bereavement and Loss
- Managing Stress
- Personal and Family Relationships
- Health and wellness
- Life events
- Disability and illness
- Child and elder care
- Debt and money management
- Consumer rights

Confidentiality is the foundation of the service and Workplace Options is bound by professional standards regarding confidentiality and the disclosure of details of individuals who have contacted them. You can be assured that when you contact the EAP, the only information you have to provide is that you are an employee of London Borough of Sutton. Any additional information you share is at your discretion and appropriate to your need.

**Freephone:** 0800 243 458

**Email:** [assistance@workplaceoptions.com](mailto:assistance@workplaceoptions.com)

**Website:** [www.workplaceoptions.com](http://www.workplaceoptions.com) User name: Sutton Password: employee  
**Minicom:** 020 8987 6574

If you have any questions about the service, or would like further information, please contact Carol Graham, Employee Wellbeing Consultant on 020 8770 5645.