

Dear Staff Member,

I write to remind you that as a staff member of The University of Bolton you have access to our **Employee Assistance Programme (EAP)**.

The University recognises that all employees may need support or assistance at some point in their lives. Amian offer you an independent, impartial and confidential range of services designed to provide you with information, support and advice in relation to work, health or home related difficulties.

Amian have a **24/7 telephone help and advice line on 0845 603 5667** and have a team of specialist counsellors and advisors who can provide you with information and signposting for difficulties you may presently be experiencing.

Amian have counsellors located throughout the Northwest and can refer you to a counsellor for face to face counselling close to work or home. We can also arrange telephone counselling.

If you would like to access any of our services or have any questions, please call us on **0845 603 5667**. Please remember all calls are **completely confidential**. You can also e-mail us if you prefer at help@amian.co.uk.

Yours sincerely



Amanda K Smith
Clinical Director

Employee Assistance Specialists

- ✓ Telephone Advice Service ✓ Solution Focussed Face to Face Counselling ✓ Telephone & Email Counselling
- ✓ Work Related & Personal Problems ✓ Stress Management & Audit ✓ Critical Incident Support & Management ✓ Work/Life Balance Issues ✓ Harassment & Bullying
- ✓ Legal & Information Services ✓ Mediation ✓ Management Consultancy & Support ✓ Training ✓ Back to Work Program
- Other Services ✓ Counselling in Education ✓ GP Primary Care Support