



**UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES**  
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January 12, 2011

MEMORANDUM FOR ALL CIVILIAN EMPLOYEES

SUBJECT: New Employee Assistance Program (EAP) Representative

This is to advise you that a new organization, Business Health Services (BHS), has been contracted to administer the Employee Assistance Program (EAP) for USU civilian employees.

BHS is a nationwide provider of EAP services and has provided comprehensive EAP and professional community counseling services to Federal, state, and local government agencies for over 20 years. It serves many civilian employees and supervisors of the Department of Army and Navy.

BHS main office is located in Baltimore, Maryland. It has counseling office locations for USUHS employees in Bethesda, Rockville, Silver Spring, Gaithersburg, and Germantown, Maryland; Alexandria and Falls Church, Virginia; and, in Washington, DC. BHS will also provide counseling assistance at USU as requested. All of their counselors are state credentialed and experienced in providing an array of EAP services from work-related concerns to family issues.

BHS EAP services are focused on identifying, preventing, and solving work-related or personal concerns of employees and their dependents that could negatively affect their productivity or health. BHE provides confidential comprehensive professional counseling assistance on a wide range of subjects and refers employees and their families to local community resources for treatment, rehabilitation, or other assistance, as appropriate. All counseling assistance provided is strictly confidential and neither the fact that you consulted the EAP nor the context of your discussion can be released to anyone without an employee's written consent.

You may contact a BHS counselor for assistance, by calling at any time the toll-free number 1-800-327-2251. A counseling coordinator will connect you directly with a local counselor.

The Civilian Human Resources Directorate (CHR) will be distributing additional information on BHS in the form of brochures and wallet cards once they are received from BHS. We look forward to BHS contributions to the well being of the University family.

Darryl L. Brown  
Director, Civilian Human Resources

*Learning to Care for Those in Harm's Way*