

## TABLE OF CONTENTS

Paragraph	Page
-----------	------

## CHAPTER 1. GENERAL

1-1 Purpose	1-1
1-2 Coverage	1-1
1-3 Background	1-1
1-4 Authorities	1-1
1-5 Exceptions to Handbook Provisions	1-4
1-6 Definitions	1-4
1-7 Policy	1-6
1-8 Program Responsibilities	1-8

## CHAPTER 2. PROGRAM GUIDELINES

2-1 Introduction	2-1
2-2 EAP Functional and Program Requirements	2-1
2-3 Supervisory Guidelines	2-4

## CHAPTER 3. PROGRAM ADMINISTRATION

3-1 Introduction	3-1
3-2 Program Services	3-1
3-3 Liability Coverage	3-4
3-4 Program Funding	3-4
3-5 Ethics	3-4
3-6 Employee/Supervisory Education	3-4
3-7 Program Promotion	3-5
3-8 Recordkeeping	3-5
3-9 Program Evaluation	3-6

CHAPTER 4. RELATIONSHIP TO DISCIPLINARY AND PERFORMANCE  
BASED ACTIONS

4-1 Statement of EAP Relationship to Discipline	4-1
---	-----

## CHAPTER 5. LABOR MANAGEMENT RELATIONS

5-1 Statement of EAP Relationship to Labor Organizations	5-1
---	-----

Paragraph	Page
-----------	------

CHAPTER 6. RELATIONSHIP TO HUD DRUG-FREE WORKPLACE PROGRAM  
(DFWP)

6-1 Introduction	6-1
6-2 Functional Requirements	6-1
6-3 Referral and Program Availability	6-1
6-4 Evaluation and Recordkeeping	6-2

## CHAPTER 7. SPECIAL SERVICES

7-1	Introduction	7-1
7-2	Acquired Immune Deficiency Syndrome	7-1
7-4	Guidance	7-3
7-5	Dependent Care	7-5

### Appendices

1. Form HUD-25015, Consent to Disclosure of Personal Information
2. Form HUD-25015A, Consent for Release of Patient Information During or After Treatment/Rehabilitation
3. HUD Employee Assistance Program (EAP) Confidentiality Statement
4. Sample EAP Memorandum