

PROJEKT 42

2021

Employee Assistant Programme

Projekt 42

Mental health support for your staff

The stresses of life and work can be a lot to handle sometimes. Stress, anxiety and depression are increasingly common in today's society, affecting 1 in 6 people in the UK each week.

As an employer, it is more important than ever to help support your employees' physical and financial well-being and emotional well-being. By providing the right tools and resources through an employee assistance programme (EAP), you can help create a happier and more engaged workforce.

Yoga and fitness support for your staff

If you are Edinburgh based and feel your employees would benefit from attending Projekt 42's fitness and yoga classes. In that case, we can provide a 12-week activities pass that includes access to up to 35 hours per week of online and outdoor activities.

Online and face-to-face mental health support

Projekt 42 can support your staff to access online and face-to-face counselling. The Employee Assistance Programme provides counselling sessions for your staff.

A simple self-referral programme

Employees are able to access the support available at Projekt 42 through a simple self-referral form.

The form to access counselling is available online at: www.projekt42.co.uk/EAP

6-weeks of support

Each employee will be offered six weeks of counselling support paid for by you, the employer.

Extra support

At any time, you are able to extend the support you are able to offer your employees and can choose to extend the counselling provision or can extend the fitness and yoga pass beyond the initial 12-weeks.

Employer Feedback

The Projekt 42 team are able to provide you with information detailing:

- The total number of fitness and yoga activities attended by your employees
- The total number of counselling sessions that have been attended by your employees
- Feedback reports detailing mental health improvement scores of your employees who are attending counselling
- Anonymous feedback from your employees

What you need to know

Information for your employees

What is counselling?

Counselling is a great way to talk about how you feel. We all experience problems and difficulties in our lives at times. There are times when it is good to have someone outside of your friends and family to talk with, especially when you need the space to speak to someone without feeling any judgement. Counselling is a process that helps people to explore options, reach decisions and make choices. Counsellors listen to you and work with you to explore any issues and feelings and help you identify ways to move forward.

How do I access counselling?

Accessing counselling and mental health support is simple. To access support, a simple employee self-referral form can be completed online: www.projekt42.co.uk/EAP

How long will I have to wait to access counselling?

You will receive an automated message letting you know that we have received your online self-referral. Within 48-hours one of the Projekt 42 mental health team members will confirm the first date and time of your first counselling appointment.

Where does counselling take place?

You can attend counselling face-to-face at our Ocean Terminal venue and also can meet with your counsellor online, using the Projekt 42 Telehealth platform.

Confidentiality

All counsellors work to a strict code of ethics which means we cannot disclose what goes on in your sessions to your employer or others. Only if you were at serious risk to yourself or others, or if the law required it, would your counsellor discuss with you the need to make the information known to anyone else. When we discuss the service with your employer, in order to meet data protection requirements, your full name is not used in any electronic communications. We use a numerical identifier only.

What can I talk about in counselling?

At the start of each counselling session, your counsellor will ask you if there is anything you'd like to use the time to talk about. You can bring any work related or personal issue, which may be impacting on your work or working relationships, for example:

- challenges in your personal life
- feelings of being unable to cope, anxiety or worry
- finding change stressful and difficult
- lack of confidence and self-esteem
- personal issues affecting your work

What information do I have to provide?

We want you to feel comfortable attending counselling, so we only ask you for information that you are happy to share, such as your name and home address. You do not have to share your GP's details.

Feedback we provide to your employer

We ask you to complete a short feedback form that asks you for comments on how you found working with this service. The form can be completed anonymously, and the information you provide is strictly confidential.

What to do if you feel you need long-term support

We understand that some people will feel that 6 counselling sessions is not long enough. If you feel you need more support, Projekt 42 can request additional support from your employer. Where this is not possible, we will be able to support you to continue on a self-funding basis. If this is the case, your counsellor will be able to discuss options with you.

What if I am unhappy with my counsellor?

Don't worry, after your first session with your counsellor, a member of the administrative team will contact you to ask you how you feel about working with your counsellor. There are lots of reasons why a person would want to change their counsellor, you won't be expected to explain why you'd like to change your counsellor. The administrative team will work with you to find you a counsellor you feel you'd be happier working with. If, later in your counselling, you are unhappy with the way you and your counsellor are working together, we recommend you discuss this with your counsellor to find a way forward. However, if you feel you'd like to talk to the administrative team or the Projekt 42 Clinical Manager, we'll happily work with you and discuss your concerns.

Cancelling your counselling session

The contract between Projekt 42 and your employer involves a cancellation clause. If you are unable to attend an appointment, please let the administrative team know with as much notice as possible. If you cancel with less than 48 hours notice, your employer will be charged, and you will miss one of your sessions. Where possible, you may be able to work with your employer to extend the length of support provided to you. You can talk to your counsellor about this. Where we are able to, we can contact your employer to ask for an extension of support.

Complaint process

At times, you may feel we don't get things quite right. To help Projekt 42 create a better service, complaints can be sent to complaint@projekt42.co.uk

2021 EAP Plans

Service	Price
Gym and Yoga Pass	1-10 employees £28 per employee 11 - 20 employees £25 per employee 21+ £22.50 per employee
Counselling Pass - general	6-session pass £300 per employee
Counselling Pass - fast track access (guaranteed access to counselling support within 48-hours)	6-session pass £450 per employee
Annual Service Level Agreement for EAP support	Pre-agreed SLA between an employer and Projekt 42 for EAP support for 12 months. Please speak to a member of the Projekt 42 team.

Get intouch with the team today:

mentalhealth@projekt42.co.uk