

EASNA AND COA

The *Employee Assistance Society of North America* (EASNA) is a non-profit educational and resource society, incorporated in both the United States and Canada, which represents and serves employee assistance professionals.

EASNA's mission is to promote the highest standards of ethical and professional employee assistance program administration and service delivery through the development and promotion of an EAP Code of Ethics, an EAP accreditation and mentoring program, and professional development opportunities that include an annual EAP training Institute which yearly alternates between sites in Canada and the United States.

The *Council on Accreditation for Children and Family Services* (COA) is an international, independent, not-for-profit, child- and family-service and behavioral healthcare accrediting organization. The agency currently accredits over 1,200 private and public organizations.

EASNA and COA are independent non-profit organizations currently working together to advance EAP accreditation. This collaboration is supported, in part, by the Substance Abuse and Mental Health Services Administration (SAMHSA) and the Center for Substance Abuse Prevention (CSAP).

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CITY, STATE 00000

*Let a Certified EASNA Mentor
guide you through your
EAP Accreditation*



“The EASNA Mentor who guided us through our EAP accreditation application process, helped us to interpret the various accreditation standards, and demonstrate how our program met or exceeded each one of them.”

*Gordon Lynch, SPHR, CEAP, EAP Manager,
Regional Employee Assistance Services, Inc.,
Janesville, Wisconsin*

*The EASNA
Mentoring Program*

THE EASNA MENTORING PROGRAM

A professional mandate of the *Employee Assistance Society of North America* (EASNA), is the association's historical leadership and pioneering commitment to the accreditation of Employee Assistance Programs (EAP).

First implemented by EASNA in 1989, **EAP Accreditation** requires organizations, seeking to have their EAP accredited, to demonstrate adherence to standards of EAP policy, practice, and performance.

Typically, organizations seeking accreditation status can benefit from the guidance and support of individuals who have already completed the process.

The **EASNA Mentoring Program** is a specifically designed process that pairs an EASNA approved individual with an organization seeking EAP accreditation.

"Earning EAP Accreditation is a major marketing advantage because the gold seal denotes the EAP has achieved the highest standards of program administration and service delivery."

*Marilyn Hayman, Ed.D., Past President
EASNA & Former CEO, EAPPlus,
Ottawa, Ontario*

WHAT IS EAP ACCREDITATION?

EAP Accreditation is based on the successful completion of a step by step process through which an EAP is required to demonstrate, first by way of an extensive self-study and subsequently via a site-visit, compliance with published EAP standards.

The **EAP Accreditation Standards** are continually revised and updated, and address standards concerned with:

- Administration and Management;
- Health and Safety;
- Finance;
- EAP Legal Liability;
- Contracts for EAP Services;
- Quality Improvement;
- Personnel and Affiliate Competence;
- Staff Supervision and Training;
- Professional Practice;
- Access to Service and Referrals; and
- Service Delivery.

Through a mentoring relationship with a certified EASNA Mentor, Organizational Members of EASNA can receive guidance in the preparation of their accreditation application.

"My experience as a mentor to several EAPs going through the accreditation process enhanced my own growth as an EAP professional. Mentoring benefits the Mentor as well as the Mentee."

*Barbara Marsden, LISW, CEAP, Manager,
Genesis EAP, Davenport, Iowa*

WHAT IS THE SCOPE OF THE MENTORING RELATIONSHIP

An **Organizational Membership** with EASNA includes four hours of mentoring assistance in a twelve-month period from a certified EASNA mentor. This benefit may include a combination of telephone consultation, record or document review and e-mail communications.

WHO CAN BE A MENTOR?

A certified **EASNA Mentor** is an EASNA member who has:

- A relevant graduate degree, with 5 years of post-graduate EAP experience;
- Completed both *Site Reviewer training*, as well as *Mentoring training*;
- Committed to a minimum of one mentoring relationship per year;
- Agreed to sign and abide by the *Mentor Statement of Understanding and Confidentiality Agreement*;
- Appropriate Professional liability insurance.

For more information on the EASNA Mentoring Program, or on how to become a Certified EASNA Mentor, visit EASNA online at www.easna.org or call **(312) 644-0828**.

Note: EASNA Mentoring does not guarantee successful completion of the accreditation process.