



Office of the  
Saskatchewan Information  
and Privacy Commissioner

## HUMAN RESOURCES POLICY

### 9.0 EMPLOYEE WELLNESS

#### 9.03 EMPLOYEE AND FAMILY ASSISTANCE PROGRAM

##### Purpose

The Saskatchewan Information and Privacy Commissioner (IPC) has an interest in promoting the personal well-being and productivity of employees. The EFAP can assist employees with personal or family related problems which affect or have the potential to affect on-the-job performance.

##### Understanding the EFAP

The Employee and Family Assistance Program (EFAP) is a professional, confidential, and voluntary assessment, counseling, and referral service to the Information and Privacy Commissioner (IPC) employees and eligible family members. Our EFAP provider, Kii by CloudMD, is a leader in delivering integrated health solutions and provides employees with increased support services to help with work, health and life challenges. This includes providing guidance with issues such as:

- Stress, depression, anxiety
- Nutrition questions
- Legal worries
- Addiction concerns
- Workplace challenges
- Relationships
- Family/Parenting
- Financial guidance
- Crisis

The EFAP can provide a series of sessions with a professional and if you need more specialized or longer-term support, can suggest an appropriate specialist or service that is best suited for your needs.

Supervisors can also contact the EFAP for guidance regarding employee concerns. This may include workplace change, conflict and stress, mental health, grief and loss, addictions and critical incidents.

## Application

This policy applies to all staff of the IPC.

**Note:** for more information, please see the IPC Guidelines for Policy 9.03 Employee and Family Assistance Program and the EFAP program details folder.

## Authority

*The Freedom of Information and Protection of Privacy Act*, section 43.1

## Influencing Sources

Legislative Assembly Service Human Resource Policy 9.4

Saskatchewan Public Service EFAP Documentation on taskroom

IPC Guidelines for Policy 9.03 Employee and Family Assistance Program