The Ohio State University Faculty and Staff Assistance Program (UFSAP) is your Employee Assistance Program. UFSAP is an important service designed to support university employees and their immediate families. Our mission is to provide high quality counseling, consultation and training to individuals, groups and families dealing with personal or work-related situations which can interfere with quality of life or job performance. All services offered through UFSAP are free, confidential and voluntary.*

(*Except in situations involving the potential for violence or harm to one's self or another person, information you share with our counselors is shared with no one.)

All UFSAP counselors are independently licensed professionals with many years of experience and have a commitment to the university community.

UFSAP offers:

* Consultation regarding personal or work-related issues
* Brief counseling
* Assessment and referral to campus and community professionals
* Training and skill development seminars
* Crisis intervention
* Marriage and family counseling
* Substance abuse counseling, education and referral
* Workplace stress management education
* Referrals for child and elder care
* Referrals for financial and legal services
What are the hours of service?

You may schedule an appointment between 8:00 a.m. and 5:00 p.m., Monday through Friday. We also attempt to accommodate employees who cannot visit during regular business hours.

How do I get more information?

Simply call 292-4000 or stop by the office. Don’t wait for a crisis before you contact us. UFSAP is here to help now.

University Faculty/Staff Assistance Program (UFSAP)
2A-University Clinic
456 West Tenth Avenue
Columbus, Ohio 43210-1228
Phone 614-292-4000
FAX 614-293-4446
Who will know I used the program?

- No one will know, unless you request and authorize us to release this information.
- All services are completely confidential.

How much will it cost?

- UFSAP services are provided as a benefit to all University faculty and staff members. There is no charge for our assistance.
- If a referral is necessary for on-going counseling, hospitalization, or the resolution of other problems, the costs of these services will become your responsibility. University health insurance will often cover a portion of such charges.
An Open Letter to
The University Community

Dear Faculty and Staff Members:

It is a pleasure to present to you a brochure which defines the role of the University Faculty and Staff Assistance Program (UFSAP). This program was designed to professionally assist faculty and staff members who are experiencing problems of a personal or professional nature in the workplace and to be secure in the knowledge that the University supports them in seeking assistance. UFSAP reflects the important value that The Ohio State University places on its Faculty and Staff members and their families.

It is our hope that this information will help you understand the nature and scope of UFSAP. Please review it carefully. Should you have any further questions, please call the UFSAP office at 292-4000.

Sincerely,

E. Gordon Gee
President
What is the University Faculty and Staff Assistance Program?

The University Faculty and Staff Assistance Program (UFSAP) is a confidential resource developed for those persons experiencing some form of personal distress which may interrupt or cause deterioration in work performance. The following services are provided through this program:

- Consultation
- Problem Assessment
- Referral Services
- Monitoring of Client Progress
- After-treatment Review and Recommendation
- Education and Training
- Drug-Free Workplace Training
- Short-term Counseling
- Smoking Cessation

Why does The Ohio State University have a Faculty and Staff Assistance Program?

UFSAP represents a commitment by The Ohio State University to improve the well-being of faculty and staff members through a program which can provide assistance in addressing personal difficulties.

Who is eligible to use UFSAP?

Any faculty or staff member of the University is eligible to use the services of UFSAP.
What kinds of problems can UFSAP help with?

UFSAP can provide assistance for a wide range of problems including, but not limited to, the following:
- Problems in the Workplace
- Stress and Emotional Disturbances
- Alcohol and Other Drug Misuse and Dependency
- Marital and Family Issues
- Referral for Financial and Legal Concerns
- Referral for Child and Elder Care
- Any other problems with which you would like assistance
- All services of UFSAP are voluntary, free and confidential

How does it work?

- When you have a personal concern, call UFSAP at 292-4000 and request an appointment with one of our professional counselors.
- All services of UFSAP are voluntary, free and confidential.
- Chairpersons and supervisors may recommend that faculty and staff make use of UFSAP services when personal problems interfere with job performance.
- A counselor will meet with you to explore your concerns, identify potential solutions and, if necessary, refer you to appropriate additional resources.
- Whether the problem is resolved in consultation with the UFSAP counselor or with an outside service provider, UFSAP staff will provide continuing follow-up to be sure that you are satisfied with the assistance provided and that an effort is being made to resolve your concern.
New counseling service to help OSU employees with problems

By Reglna Sodeika
Lantern staff writer

Ohio State is developing a service to help employees deal with problems like emotional distress or alcoholism through counseling and referrals.

"The university should seek ways to assist people whose personal and professional lives have become affected by their personal problems," said Frank Reis, program coordinator and administrative assistant to Madison Scott, vice president for personnel services.

The University Faculty/Staff Assistance Program will train staff members in counseling to give individuals an initial assessment of their problems. They will then refer them to an appropriate source outside the university, Reis said.

The free service will be available to all faculty and staff currently employed by the university.

The initial counseling staff will consist of a program specialist who will assist in referrals and a program director. Information received through the program will be kept confidential, Reis said.

Jeptha Hostetler, associate professor of preventive medicine, said employee assistance programs are the best programs going because they do not zero in on just one area, but a multitude of areas.

The service will address problems such as drug abuse, mental health, financial difficulties and marital problems, said Hostetler, who was also a member of a committee to find a director for the program.

For the past year, staff members from the Office of Personnel Services have been trying to establish a basic framework for the program.

Reis has talked to and visited with staff members from other schools who have similar programs. Five of the Big Ten universities have already established employee assistance programs and Illinois is currently in the process of developing one. All of the Big Ten universities who currently have programs established or are planning to establish programs will meet in September to discuss various organizational aspects.

Several weeks ago, Reis visited the University of Missouri, Stanford University and the University of Southern California to discuss employee assistance programs.

Since confidentiality is crucial to the program, choosing a location for the program had to be done very carefully.

"There is a social stigma attached to these types of programs, so the location is important," said Steve Stoffel, assistant vice president for the Office of Personnel Services.

The program will be located in the university clinic, Reis said.

"It is important that you facilitate easy access but at the same time ensure confidentiality. The university clinic meets all the criteria," he said.

In addition to finding a location, staff members selected Linda Scaggs as program director earlier this month. A selection committee, consisting of faculty representatives from various areas such as health services and psychology, recommended a candidate to Madison Scott, who made the final decision.

Scaggs, who received a Ph.D. in guidance and counseling from Ohio State, will head the new program starting in September.

"She has an extensive background in substance abuse and mental health," Reis said.

Though most of the key elements have been implemented, it will take some time for the program to evolve.

"It will take a couple of years to build confidence in the program and to develop the right communication network, Stoffel said."
“Program” from page 1

Finding the necessary sources and organizing them into a community resource bank is a complicated and timely process, Reis said.

Educating the university about the program through workshops, brochures and word-of-mouth, will be the first step and organizers are planning to begin this phase in mid-September. “We want to tell people what it is, how it operates, and how you go about utilizing it,” Reis said.

Training management will also be an important part of the program. “We want to instruct supervisors on how to recognize problems,” Stoffel said.

The next step will involve identifying and contacting the right resources in the community such as alcohol and drug abuse centers.

The program will also have an advisory committee that will consist of representatives from various areas within the university. The committee will have experts from fields such as psychology and counselling and it will also have representatives from the work force.

Though Ohio State is just starting its employee assistant program, Reis said he hopes Ohio State will become a leader in the field.
Drug abuse, smoking addressed in weekly educational program

By Sharon Kinkley
Lantern staff writer

The University Faculty and Staff Assistance Program will offer its first series of educational programs this fall.

The weekly sessions will start at noon Oct. 7 in Dean 129 and will continue in various locations around campus until Nov. 25. The first session will deal with “Consumer Credit: Problems and Solutions.”

Other topics will deal with dreams, career explorations, effects of smoking, alcohol and drug abuse, incest and nutrition, said Steve Reeser, administrative associate.

Frank Marlor, University Faculty and Staff Assistance Program specialist, said the topics should be of interest to faculty and staff and are designed for their emotional, personal and intellectual growth. He expects about 25 people to attend each session.

The series is part of the University Faculty and Staff Assistance Program which began last year, said Frank Reis, assistant vice president of Personnel Services. The program is a free consultation service to help university employees deal with any legal, emotional, financial, family, psychological or substance abuse problems they may have. About 250 employees have used the program so far.

This year program organizers will try to educate the university about the service and then begin similar programs at the regional campuses, said Linda Scaggs, the program’s director.

Scaggs said the program first provides consultation to determine the employees’ needs and then refers them to the best treatment service.

“The referral treatment is the decision of the employee. The ball is always in their court, they are in control, we try to work with the employee,” Scaggs said.

Throughout treatment the assistance program monitors the progress of the employee and then evaluates them after treatment, Scaggs said.
Learned talks

The weekly series of educational lectures promoting the personal and intellectual development of University staff will continue through Nov. 25.

The University Faculty and Staff Assistance Program provides a free lecture service to help employees learn to deal more effectively with legal, social and financial problems.

On Nov. 4 Chuck Gerlach of Gerlach, Lear and Associates will talk about "Alcohol and Drug Abuse as Compulsive Behaviors" at 129 Doan Hall.

"Alcoholism: A National Epidemic" will be the topic Sandra Hall will address. She is from St. Anthony Medical Center and will speak Nov. 10 in 115 Ramseyer Hall.

Terri Ford and Patricia Morris of Wilkinson Consultation Center will talk about "Incest: Effects on Adult Life" Nov. 18 in 120 Larkins Hall.

"Nutrition and Weight Loss" will be discussed Nov. 25 in 231 Mount Hall. Nancy Weese of the allied medical professions school will speak.

All sessions will be held at noon. Registration is not required.

For more information, call 422-4000.
Noon topics: Stress, talk, drugs, weight loss

Coping with stress, how to lose weight, finding ways to communicate with spouses, and dealing with kids who take drugs — these are some of the topics of a series of "brown bag" noontime presentations and films.

"UFSAP Presents" and the "UFSAP Film Festival" are sponsored by the University Faculty/Staff Assistance Program. The discussions and films cover a number of different areas of concern," says Paul Nicholson, program specialist, UFSAP.

This year's series is an extension of a program begun last year, he says.

Each month through August 1988, the program offers a film and discussion on a single issue. Although they are related, it is not necessary to attend both sessions. Registration is not required, but UFSAP asks employees to call 292-4000 if they plan to attend.

The next three months, films and discussions are on the topics:

- Stress — "Less Stress in Five Easy Steps," with Ed Asner, Nov. 10; "Stress: Making It Work For You," with Jerry Nilsson-Weiskott, co-director of Affiliated Psychological Services, Nov. 17, both in 346 Denney Hall.

- Substance abuse — "Chalk Talk," a humorous look at what alcoholism is all about with Father Joseph Martin, Dec. 8; and "Substance Abuse in the Workplace" with John Lear of Gerlach, Lear and Associates, Dec. 15, both in 346 Denney Hall.

- Dieting — "For Tomorrow, We Shall Diet" and "Fit or Fat Test," the role food plays in our lives, Jan. 14; and "Getting Your Weight Control Program Back on Schedule After the Holidays" with Cynthia S. Levy, staff dietitian, University Hospitals outpatient nutrition services, Jan. 21, both in 424 Health Science Library.

At each session, UFSAP staff members will distribute handouts and a listing of resources. They will answer questions about the topic. Also, employees can schedule appointments if more personal discussion is desired.

A complete listing of films and brown bag topics is available from Nicholson, 292-4000.

UFSAP provides employees and their families with confidential help with problems that could cause interruption or disruption of work performances. Program staff assist in assessing the problem, provide referrals to counseling agencies if necessary, monitor the progress of clients, and provide after treatment review and recommendations.

UFSAP offices are in 2A University Clinic.
Faculty, staff self-help series grows

By MARIA AVERION
Lantern staff writer

Faculty and staff interested in career development, drug problems or marital relations can attend university-sponsored programs for improvement.

The programs which started Autumn quarter have been so successful, a full year of topics were scheduled for the program, said Paul Nicholson, program specialist for Faculty and Staff Assistance Program.

Monthly presentations are held from noon to 1 p.m. and are open to everyone, Nicholson said.

Each month, a film related to the monthly topic is shown, Nicholson said.

A separate, informal lecture is also held and is usually led by a psychologist, Nicholson said.

"The lectures do not build on the film's information," he said. "You do not need to go to both presentations on the same topic to get anything out of the program; you can go to one or the other if that's what you prefer to do."

The films are shown the week before the lectures so people can prepare to discuss the movie topics before going to the lecture.

Monthly presentations are held at different locations around campus so a variety of people have an opportunity to attend, Nicholson said.

Some past topics where smoking, stress, substance abuse, dieting and depression.

Nicholson said the purpose for the presentations are to provide awareness of a problem, education about a problem and promotion of their program.
UFSAP sets program dates

The University Faculty and Staff Assistance Program (UFSAP) is continuing its brown bag presentations. UFSAP also screens films on topics related to the discussions. The programs and films are from noon-1 p.m.

Upcoming sessions and movies include:

- “Career Development at Ohio State,” Gay Hadley, April 19; and “You Pack Your Own Chute,” April 14; both in 161 Rightmire Hall.
- “Adjusting to Divorce,” Lennis Green, May 19; and “Handling Marital Conflicts” and “Three Styles of Marital Conflict,” May 12; both in 233 Archer House.
- “How to Communicate with Your Spouse—Or Anyone Else for That Matter,” Jean Franks, June 22; and “You’re Not Communicating/You’re Not Listening,” June 14; both in 233 Archer House.

For more information, or to register, call 292-4000.
UFSAP Film Festival

The Ohio State University Faculty/Staff Assistance Program (UFSAP) is pleased to announce its 1988-89 film series. The following films will be shown during the noontime from 12:00-1:00 p.m. Although registration is not required, we would appreciate knowing if you plan to attend by calling UFSAP at 292-4000.

<table>
<thead>
<tr>
<th>Date</th>
<th>Film</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 24, 1988</td>
<td><strong>My Kid Is Driving Me Crazy</strong>&lt;br&gt;(This film deals with parental guilt, enabling, fear, anger, blaming, loss of control, and family recovery)&lt;br&gt;Location: School of Allied Medical Professions, Room 147</td>
</tr>
<tr>
<td>November 15, 1988</td>
<td><strong>Do It Now!</strong>&lt;br&gt;(An examination of what procrastination is, what causes it, and what to do about it)&lt;br&gt;Location: School of Allied Medical Professions, Room 141</td>
</tr>
<tr>
<td>December 7, 1988</td>
<td><strong>I Want To Change But I Don’t Know How</strong>&lt;br&gt;(An explanation of the steps to take before, during, and after making changes one wants to make in his or her life)&lt;br&gt;Location: Archer House, Room 233</td>
</tr>
<tr>
<td>January 18, 1989</td>
<td><strong>Ten Keys To A More Powerful Personality</strong>&lt;br&gt;(Ten basic ingredients of career and personal success are introduced and explained)&lt;br&gt;Location: Archer House, Room 233</td>
</tr>
<tr>
<td>February 16, 1989</td>
<td><strong>Guidelines</strong>&lt;br&gt;(Father Joseph Martin outlines and develops eight general principles proven useful in reaching and helping the alcoholic)&lt;br&gt;Location: Newton Hall (College of Nursing), Room 198</td>
</tr>
<tr>
<td>March 21, 1989</td>
<td><strong>Dealing With Difficult People/Conflicts, Conflicts!</strong>&lt;br&gt;(A classification of difficult human behaviors and how to avoid needless conflicts and problems in daily interactions and personal relationships)</td>
</tr>
</tbody>
</table>
April 12, 1989
Wednesday
12:00-1:00 p.m.

**The Legal Aspects of Divorce/Dissolution**
(An overview of the court process involved in divorce and dissolution)
Location: Main Library, Room 122

May 16, 1989
Tuesday
12:00-1:00 p.m.

**Co-Dependency**
(Therapist Sharon Wegscheider-Cruse discusses the dynamics of co-dependency and how one can better understand how to deal with it)
Location: Main Library, Room 122

June 14, 1989
Wednesday
12:00-1:00 p.m.

**The Pitch Of Grief**
(An emotional look at three patients’ recoveries from terminal illnesses)
Location: Health Sciences Library, 4th Floor, Room 424

July 18, 1989
Tuesday
12:00-1:00 p.m.

**When I Say No, I Feel Guilty**
(An instructional approach of how to successfully cope with problems at work or in life by using special skills taught in Systematic Assertive Training courses)
Location: Health Sciences Library, 4th Floor, Room 424

August 24, 1989
Thursday
12:00-1:00 p.m.

**Cocaine Abuse—End Of The Line**
(Through narrative and dramatic interviews with actual cocaine users, this film reveals initial and long-term effects of the drug on the body)
Location: Arps Hall, Room 153

September 19, 1989
Tuesday
12:00-1:00 p.m.

**Managing Stress**
(An exploration of the types of stress, stress reactions, and the range of techniques for managing it)
Location: Arps Hall, Room 153

(SEE REVERSE SIDE FOR UFSAP BROWN BAG NOONTIME PRESENTATIONS)

For Additional Information and/or Registration Contact:
The Ohio State University Faculty/Staff Assistance Program (UFSAP)
2A University Clinic
456 W. 10th Avenue
Columbus, Ohio 43210
Phone: 614/292-4000
"UFSAP Presents"

The Ohio State University Faculty/Staff Assistance Program (UFSAP) is pleased to announce its 1988-89 program of "Brown Bag" noontime presentations. Each program will be from 12:00 - 1:00 p.m. Handouts and additional resources will also be provided. Although registration is not required, we would appreciate knowing if you're going to attend by calling UFSAP at 292-4000.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 25, 1988</td>
<td><strong>Getting Along With Your Teenager</strong></td>
</tr>
<tr>
<td>Tuesday</td>
<td>Ron Ward, M.A., Program Director, Kidscope</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Location: School of Allied Medical Professions, Room 141</td>
</tr>
<tr>
<td>November 17, 1988</td>
<td><strong>Dealing Effectively With Your Money Problems &amp; Tax Tips For 1988</strong></td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Location: School of Allied Medical Professions, Room 147</td>
</tr>
<tr>
<td>December 14, 1988</td>
<td><strong>Coping With The Holidays</strong></td>
</tr>
<tr>
<td>Wednesday</td>
<td>Peg Raines, Ph.D., Psychologist in private practice</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Location: Archer House, Room 233</td>
</tr>
<tr>
<td>January 25, 1989</td>
<td><strong>Single Again: Adjustment Issues After Divorce</strong></td>
</tr>
<tr>
<td>Thursday</td>
<td>Lee Cohen, Ph.D., Psychologist,</td>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>OSU Counseling &amp; Consultation; private practice</td>
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<td></td>
<td>Location: Archer House, Room 233</td>
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<tr>
<td>February 21, 1989</td>
<td><strong>A Merry-Go-Round Named Denial: Understanding Alcoholism</strong></td>
</tr>
<tr>
<td>Tuesday</td>
<td>Tom Carlisi, M.A., Therapist, Northwoods Counseling Center</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Location: Newton Hall (School of Nursing), Room 198</td>
</tr>
<tr>
<td>March 29, 1989</td>
<td><strong>Dealing With Difficult People</strong></td>
</tr>
<tr>
<td>Wednesday</td>
<td>Carol Lytle Johnson, Ph.D., Consulting Psychologist in private practice</td>
</tr>
<tr>
<td>12:00-1:30 p.m.</td>
<td>Location: Newton Hall (School of Nursing), Room 198</td>
</tr>
<tr>
<td>April 18, 1989</td>
<td><strong>What To Do When You Need Legal Help &amp; Understanding Professional</strong></td>
</tr>
</tbody>
</table>
Tuesday
12:00-1:00 p.m.  
Malpractice  
Darrell Ranum, J.D., Attorney, Ohio Hospital Insurance Company  
Location:  Main Library, Room 122

May 24, 1989
Wednesday
12:00-1:00 p.m.  
Women Who Love Too Much—Understanding Co-Dependency  
Pam Ellinger-Dixon, M.A., Counselor, Comprehensive Psychological Services  
Location:  Main Library, Room 122

June 20, 1989
Tuesday
12:00-1:00 p.m.  
Grief and Loss  
Joanna Hart, Ph.D., Consultant, Hospice at Riverside; Psychologist in private practice  
Location:  Health Sciences Library, 4th Floor, Room 424

July 26, 1989
Wednesday
12:00-1:00 p.m.  
Assertiveness: Saying What You Mean  
Merrily Dunn, M.S.  
Coordinator of Judicial Affairs, OSU Office of Student Development  
Location:  Health Sciences Library, 4th Floor, Room 424

August 25, 1989
Tuesday
12:00-1:00 p.m.  
Cocaine: Myths And Realities  
Grant Schroeder, C.A.C.  
Director, Adult Services, Maryhaven; Clinician, Central Ohio Counseling  
Location:  Arps Hall, Room 153

September 19, 1989
Tuesday
12:00-1:00 p.m.  
The Art Of Relaxing  
Paul Nicholson, M.Ed.  
Program Specialist, University Faculty/Staff Assistance Program  
Location:  Arps Hall, Room 153

(SEE REVERSE SIDE FOR UFSAP FILM PRESENTATIONS )

For Additional Information and/or Registration Contact:
The Ohio State University Faculty/Staff Assistance Program (UFSAP)  
2A University Clinic  
456 W. 10th Avenue  
Columbus, Ohio 43210  
Phone: 614-292-4000
The Ohio State University Faculty and Staff Assistance Program (UF SAP) is pleased to announce its 1989-90 program of "Brown Bag" noontime presentations. Each program will be from 12:00 - 1:00 p.m. Although registration is not required, we would appreciate knowing if you are going to attend by calling UFSAP at 292-4000. If you call and indicate your interest, we will contact you in advance to remind you.

<table>
<thead>
<tr>
<th>DATE</th>
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<tbody>
<tr>
<td>October 26, 1989</td>
<td>GETTING ALONG WITH YOUR TEENAGER</td>
</tr>
<tr>
<td>Thursday</td>
<td>Sal Piazza, M.A., L.P.C.C.</td>
</tr>
<tr>
<td>12-1 pm</td>
<td>Counselor, Westerville Family Consultation Center</td>
</tr>
<tr>
<td></td>
<td>Location: Morrill Tower, Room 340 (Browsing Room)</td>
</tr>
<tr>
<td>November 16, 1989</td>
<td>TIME MANAGEMENT</td>
</tr>
<tr>
<td>Thursday</td>
<td>Nancy Messerly, M.A.</td>
</tr>
<tr>
<td>12-1 pm</td>
<td>Program Assistant, OSU Office of Personnel Services</td>
</tr>
<tr>
<td></td>
<td>Location: Morrill Tower, Room 340 (Browsing Room)</td>
</tr>
<tr>
<td>December 14, 1989</td>
<td>FINANCIAL PLANNING: STRATEGIES FOR BETTER MONEY MANAGEMENT</td>
</tr>
<tr>
<td>Thursday</td>
<td>Rick Collins, B.S.</td>
</tr>
<tr>
<td>12-1 pm</td>
<td>Marketing Representative, The Midland Mutual Life Insurance Co.</td>
</tr>
<tr>
<td></td>
<td>Location: School of Allied Medical Professions, Room 235</td>
</tr>
<tr>
<td>January 25, 1990</td>
<td>MAKING ANGER YOUR ALLY</td>
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<tr>
<td>Thursday</td>
<td>Richard Davis, Ph.D.</td>
</tr>
<tr>
<td>12-1 pm</td>
<td>Director, Comprehensive Psychological Services; psychologist</td>
</tr>
<tr>
<td></td>
<td>Location: School of Allied Medical Professions, Room 235</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Greg Brigham, C.A.C.</td>
</tr>
<tr>
<td>12 - 1 pm</td>
<td>Clinical supervisor, Maryhaven; Counselor in private practice</td>
</tr>
<tr>
<td></td>
<td>Location: Main Library, Room 122</td>
</tr>
<tr>
<td>March 20, 1990</td>
<td>WHAT TO DO WHEN YOUR PARENTS GET OLD</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Ethel Levy-Blees, L.I.S.W.</td>
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<td>Date</td>
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<tr>
<td>April 26, 1990</td>
<td>WHAT TO DO WHEN SOMEONE YOU KNOW HAS AIDS</td>
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<td></td>
<td>Joseph Shannon, Ph.D.</td>
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<tr>
<td></td>
<td>Psychologist, Freshwater House; Consultant, AIDS Taskforce</td>
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<tr>
<td></td>
<td>Location: Main Library, Room 122</td>
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<tr>
<td>May 24, 1990</td>
<td>WHAT IS ALCOHOLICS ANONYMOUS (A.A.) REALLY ABOUT?</td>
</tr>
<tr>
<td></td>
<td>Shirley Keiner, recovering alcoholic; member of the committee</td>
</tr>
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<td></td>
<td>for Cooperation with the Professional Community</td>
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<tr>
<td></td>
<td>Location: Arps Hall, 243</td>
</tr>
<tr>
<td>June 20, 1990</td>
<td>RESOLVING CONFLICT: AT WORK AND AT HOME</td>
</tr>
<tr>
<td></td>
<td>Terry Imar, M.A.</td>
</tr>
<tr>
<td></td>
<td>Director, Psychological Systems Inc.; psychologist</td>
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<tr>
<td></td>
<td>Location: Mount Hall (West Campus); Room 145</td>
</tr>
<tr>
<td>July 24, 1990</td>
<td>STRESS MANAGEMENT: STRATEGIES FOR COPING WITH STRESS</td>
</tr>
<tr>
<td></td>
<td>John Tolbert III, M.A.</td>
</tr>
<tr>
<td></td>
<td>Director, Employee Assistance Program, City of Columbus</td>
</tr>
<tr>
<td></td>
<td>Location: Mount Hall (West Campus); Room 145</td>
</tr>
<tr>
<td>August 30, 1990</td>
<td>MAKING PEACE WITH YOUR PARENTS: PAST, PRESENT &amp; FUTURE ISSUES</td>
</tr>
<tr>
<td></td>
<td>Phyllis Rosen, Ph.D.</td>
</tr>
<tr>
<td></td>
<td>Psychologist in private practice</td>
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<tr>
<td></td>
<td>Location: Baker Systems Engineering Building, Room 120</td>
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<tr>
<td>September 18, 1990</td>
<td>SELF-ESTEEM: BUILDING A POSITIVE SELF-CONCEPT</td>
</tr>
<tr>
<td></td>
<td>Evelyn White, Ph.D., L.P.C.C.</td>
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<tr>
<td></td>
<td>Clinical counselor in private practice</td>
</tr>
<tr>
<td></td>
<td>Location: Baker Systems Engineering Building, Room 120</td>
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</tbody>
</table>

(SEE REVERSE SIDE FOR UFSAP FILM PRESENTATIONS)
The Ohio State University Faculty and Staff Assistance Program (UFSAP) is pleased to announce its 1989-90 film series. The following films will be shown during the noon-time from 12:00-1:00 p.m. Although registration is not required, we would appreciate knowing if you plan to attend by calling UFSAP at 292-4000. If you call and indicate your interest, we will contact you in advance to remind you.

October 24, 1989 - Tuesday
MY KID IS DRIVING ME CRAZY!
(This film deals with parental guilt, enabling, fear, anger, blaming, loss of control and family recovery)
LOCATION: Morrill Tower, Room 340 (Browsing Room)

November 7, 1989 - Tuesday
THE TIME OF YOUR LIFE
(Alan Lakein offers over 60 different time saving tips and suggestions)
Location: Morrill Tower, Room 340 (Browsing Room)

December 19, 1989 - Tuesday
CHANGING TIMES: A GUIDE TO PERSONAL FINANCES
(Creating a game plan, deciding on how much risk, protecting your assets and getting good financial advice are discussed)
Location: School of Allied Medical

April 17, 1990 - Tuesday
AN EPIDEMIC OF FEAR: AIDS IN THE WORKPLACE
(An explanation of the AIDS virus and how it is transmitted. Individuals are interviewed as to how the disease is perceived in the workplace and how to relieve fears)
Location: Arps Hall, Room 243

May 16, 1990 - Wednesday
A.A. AND THE ALCOHOLIC
(This film provides definitive answers to the most prevalent myths and most frequently asked questions about alcoholism and Alcoholics Anonymous)
Location: Arps Hall, Room 243

June 12, 1990 - Tuesday
CONFLICT: CAUSES AND RESOLUTION
(Three approaches to resolving conflict are illustrated and dramatized from a conflict stemming from two managers' divergent goals, values and perceptions)
Location: Mount Hall (West Campus), Room 145

July 18, 1990 - Wednesday
STRESS:
January 18, 1990 - Thursday
ANGER: THE TURBULENT EMOTION
(An examination of the physical, psychological and cognitive aspects of anger with a framework for handling it)
Location: School of Allied Medical Professions, Room 235

February 15, 1990 - Thursday
MARIJUANA AND YOUR MIND
(Presents the latest scientific research on the short-term and possible long-term effects of marijuana usage)
Location: Main Library, Room 122

March 14, 1990 - Wednesday
MY MOTHER, MY FATHER: CARING FOR AGING PARENTS
(Four real-life families seen struggling in their own way with the stresses and changes involved in caring for a frail older adult)
Location: Main Library, Room 122

(SEE REVERSE SIDE FOR UFSAP BROWN BAG PRESENTATIONS)

FOR ADDITIONAL INFORMATION AND/OR REGISTRATION CONTACT:
The Ohio State University Faculty and Staff Assistance Program (UFSAP)
2A University Clinic, 456 W. 10th Avenue
Columbus, Ohio 43210
Phone: 614/292-4000
Discussions, filmsspark
UFSAP slate

For the third year, the University Faculty and Staff Assistance Program has scheduled monthly films and discussions on topics that concern Ohio State employees and their families.

"We anticipate increased attendance," says Paul Nicholson, program specialist with UFSAP.

Each month two sessions address a single issue. The sessions are held at noon, and participants can bring their lunches to eat during the movie or lecture.

The events are open to faculty, staff, students and visitors. Registration is requested, but not required. UFSAP staff will call registrants and remind them of the meeting. To register, call 292-4000.
University
Faculty/Staff
Assistance
Program

The Ohio State University
What are the hours of service?

You may schedule an appointment between 8:00 a.m. and 5:00 p.m., Monday through Friday. We also attempt to accommodate employees who cannot visit during regular business hours.

How do I get more information?

Simply call 292-4000 or stop by the office. Don’t wait for a crisis before you contact us. UFSAP is here to help now.

University Faculty/Staff Assistance Program (UFSAP)
2A-University Clinic
436 West Tenth Avenue
Columbus, Ohio 43210-1228
Phone 614-292-4000
Who will know I used the program?

- No one will know, unless you request and authorize us to release this information.
- All services are completely confidential.

How much will it cost?

- UFSAP services are provided as a benefit to all University faculty and staff members. There is no charge for our assistance.
- If a referral is necessary for on-going counseling, hospitalization, or the resolution of other problems, the costs of these services will become your responsibility. University health insurance will often cover a portion of such charges.
An Open Letter to
The University Community

Dear Faculty and Staff Members:

I am pleased to provide you with this brochure, which summarizes the role of the University Faculty and Staff Assistance Program (UFSAP). UFSAP reflects the value that The Ohio State University places on its faculty and staff. It is a means by which faculty and staff can seek professional assistance for their personal problems and be secure in the knowledge that the University supports them in their efforts.

It is our hope that this information will help you understand the nature and scope of UFSAP. Please review it carefully. Should you have any further questions, please call the UFSAP office at 292-4000.

Sincerely,

Edward H. Jennings
President
What is the University Faculty and Staff Assistance Program?

The University Faculty and Staff Assistance Program (UFSAP) is a confidential resource developed for those persons experiencing some form of personal distress which may interrupt or cause deterioration in work performance. The following services are provided through this program:

- Consultation
- Problem Assessment
- Referral Services
- Monitoring of Client Progress
- After-treatment Review and Recommendation
- Education and Training

Why does The Ohio State University have a Faculty and Staff Assistance Program?

UFSAP represents a commitment by The Ohio State University to improve the well-being of faculty and staff members through a program which can provide assistance in addressing personal difficulties.

Who is eligible to use UFSAP?

Any faculty or staff member of the University is eligible to use the services of UFSAP.
What kinds of problems can UFSAP help with?

UFSAP can provide assistance for a wide range of problems including, but not limited to, the following:

- Stress and Emotional Disturbances
- Alcohol and Drug Misuse and Dependency
- Marital and Family Issues
- Financial Concerns
- Legal Needs
- Any other problems with which you would like assistance

How does it work?

- When you have a personal concern, call UFSAP at 292-4000 and request an appointment with one of our professional counselors.
- All services of UFSAP are voluntary, free and confidential.
- Chairpersons and supervisors may recommend that faculty and staff make use of UFSAP services when personal problems interfere with job performance.
- A counselor will meet with you to explore your concerns, identify potential solutions and, if necessary, refer you to appropriate additional resources.
- Whether the problem is resolved in consultation with the UFSAP counselor or with an outside service provider, UFSAP staff will provide continuing follow-up to be sure that you are satisfied with the assistance provided and that an effort is being made to resolve your concern.
“UFSAP Presents”

The Ohio State University Faculty/Staff Assistance Program (UFSAP) is pleased to announce its 1990-91 program of “Brown Bag” noontime presentations. Each program will be conducted from 12:00 - 1:00 p.m. Although registration is not required, we would appreciate knowing if you are going to attend by calling UFSAP at 252-4000. If you call and indicate your interest, we will contact you in advance to remind you.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
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<tbody>
<tr>
<td>November 29, 1990</td>
<td>Blanded Families: Tips to Keep Yours Thriving and Healthy</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Karen Kegelmeyer, L.P.C., Counselor, Ohio Professional Counseling Services</td>
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<tr>
<td>December 20, 1990</td>
<td>Procrastination: Why We Keep Putting Things Off</td>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>Jack Stoneburner, L.I.S.W., L.P.C.C., Co-Founder, Central Ohio Counseling</td>
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<tr>
<td>January 23, 1991</td>
<td>Understanding and Managing Stress</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Michael Glenn Drown, Ph.D., Psychologist, practice in Family and Wholistic Health</td>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>Jep Hostetler, Ph.D., Associate Professor, OSU Dept. of Preventive Medicine</td>
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<tr>
<td>March 19, 1991</td>
<td>Tenure: The Difficulties In Obtaining It &amp; The Frustrations Of Not Getting It</td>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>Joe Quaranta, Ph.D., Professor, OSU College of Education</td>
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<td>April 30, 1991</td>
<td>What Is Chemical Dependency?</td>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>Bob Partridge, M.B.A., CEAP</td>
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<tr>
<td>May 21, 1991</td>
<td>Burnout: Putting Out The Fires!</td>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>Kathie Shockley, Ph.D., Psychologist in private practice</td>
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<td>June 20, 1991</td>
<td>Achieving Marital Happiness and Harmony</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Pat Early, Ph.D., Director, Westerville Family Consultation Center</td>
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<tr>
<td>July 23, 1991</td>
<td>Interpreting Your Dreams</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Belinda Berkowitz, Ph.D., Psychologist, Wilbridge Consultation Center</td>
</tr>
<tr>
<td>August 21, 1991</td>
<td>Working Through Mid-Life Crises</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Lynn Whybrew, L.I.S.W., Director, Sawmill Family Counseling Services</td>
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<tr>
<td>September 25, 1991</td>
<td>Caring For Your Elderly Loved Ones</td>
</tr>
<tr>
<td>12:00-1:00 p.m.</td>
<td>Hollie Goldberg, L.I.S.W.</td>
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<td>October 24, 1991</td>
<td>Crack And Other Drugs: Exploding The Myths</td>
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<tr>
<td>12:00-1:00 p.m.</td>
<td>Tom Donaghy, CAC</td>
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(SEE REVERSE SIDE FOR UFSAP FILM PRESENTATIONS)
UFSAP FILM FESTIVAL

The Ohio State University Faculty and Staff Assistance Program (UFSAP) is pleased to announce its 1990-91 film series. The following films will be shown during the months from 12:00 - 1:00 p.m. Although registration is not required, we would appreciate knowing if you plan to attend by calling UFSAP at 292-4000. If you call and indicate your interest, we will contact you in advance to remind you.

May 15, 1991 - Wednesday

BURNOUT

(A humorous film which provides a host of techniques for coping with the problem of burnout.)

Location: Main Library, Room 122

June 11, 1991 - Tuesday

I LOVE YOU. LET'S WORK IT OUT

(Practical advice to men and women which presents problem solving strategies to guide you through rough spots.)

Location: Main Library, Room 122

July 17, 1991 - Wednesday

THE MIND: AWAKE AND ASLEEP

(An exploration of the nature of sleep, dreaming and altered states of consciousness.)

Location: Newton Hall (School of Nursing), Room 198

August 13, 1991 - Tuesday

TAKE CHARGE: HOW TO BECOME YOUR OWN BEST THERAPIST

(Discover tools for overcoming barriers to your success and happiness as you learn more about yourself.)

Location: Newton Hall (School of Nursing), Room 198

September 12, 1991 - Thursday

HOW TO FIND AND EVALUATE HIGH QUALITY ELDERCARE

(Provides information on aspects of home care including medical, legal and financial issues.)

Location: Morrill Tower, Room 340 (Browsing Room)

October 15, 1991 - Tuesday

CRACK: THE BIG LIE

(The viewer will see the realities of addiction through the eyes of recovering crack addicts.)

Location: Morrill Tower, Room 340 (Browsing Room)

< SEE REVERSE SIDE FOR UFSAP BROWN BAG PRESENTATIONS >

FOR ADDITIONAL INFORMATION AND/OR REGISTRATION CONTACT:

The Ohio State University Faculty and Staff Assistance Program (UFSAP)
2A University Clinic, 455 W. 10th Avenue
Columbus, Ohio 43210
Phone: 614/292-4000
University Faculty and Staff Assistance Program

The Ohio State University
What are the hours of service?

You may call UFSAP between 8 a.m. and 5 p.m., Monday through Friday, to discuss a concern or to request an appointment. Personal appointments are usually scheduled between 10 a.m. and 3 p.m. We also attempt to accommodate employees who cannot visit during regular business hours.

How do I get more information?

Call 293-2442 to ask any question.

Don’t wait for a crisis before you contact us. UFSAP is here to help now.

Innat, Bertha Luise
Library Associate 1
109 Library Book Depository
University Libraries
2700 Kenny Rd
Columbus OH 43210
50850.00000

University Faculty and Staff Assistance Program

(UFSAP)
A service of the Office of Human Resources
2B-University Clinic
456 West Tenth Avenue
Columbus, OH 43210-1228
Phone (614) 293-2442
FAX (614) 293-4446
“When I was in need, the University Faculty and Staff Assistance Program was there. Thanks.”

“There is a great need for this service. This tells me how much The Ohio State University cares for its employees.”

“It has been invaluable for many members of our staff to know that individual, private help remains available from UFSAP. We are immensely grateful for your personal attention and encouragement, without which this very difficult time would have been even more trying and traumatic.”
What is the University Faculty and Staff Assistance Program?

The University Faculty and Staff Assistance Program (UFSAP) is a confidential counseling service developed for people experiencing some form of personal distress which may interrupt or cause deterioration in work performance. The following services are provided through this program:

- Consultation
- Problem assessment
- Referral services
- Short-term counseling
- Monitoring of client progress
- After-treatment review and recommendation
- Education and training
- Drug-free workplace training
- Smoking cessation referral

All UFSAP services are voluntary, free, and confidential.

Why does The Ohio State University have a Faculty and Staff Assistance Program?

UFSAP represents a commitment by The Ohio State University to improve the well-being of faculty and staff members through a program that can provide assistance in addressing personal difficulties.
For what kinds of problems can UFSAP provide help?

UFSAP can provide assistance for a wide range of problems including but not limited to:
- Problems in the workplace
- Stress and emotional disturbances
- Alcohol and other drug misuse and dependency
- Marital and family issues
- Referral for financial and legal concerns
- Referral for child and elder care

Any other problems with which you would like assistance can be discussed.

How does it work?

Call UFSAP at 293-2442 when you have a personal concern and request an appointment with one of our professional counselors.

Chairpersons and supervisors may recommend that faculty and staff make use of UFSAP services when personal problems interfere with job performance.

A counselor will explore your concerns by phone, identify potential solutions, and, if appropriate, meet with you in person or refer you to appropriate additional resources.

Whether the problem is resolved in consultation with the UFSAP counselor or with an outside service provider, UFSAP staff will provide continuing follow-up to be sure that you are satisfied with the assistance provided and that an effort is being made to resolve your concern.
"I can only say how grateful I am that such a service was available . . . free of charge."

Who is eligible to use UFSAP?
Any university faculty or staff member, or member of their family, is eligible to use the services of UFSAP.

Who will know I used the program?
No one will know, unless you request and authorize us to release this information.
All services are completely confidential.

How much will it cost?
UFSAP services are provided as a benefit to all university faculty and staff members. There is no charge for our assistance.

If a referral is necessary for ongoing counseling, hospitalization, or the resolution of other problems, the costs of these services will become your responsibility. University health insurance will often cover a portion of such charges.
University
Faculty and Staff

Assistance
Program

RELATIONSHIPS • JOB • MENTAL HEALTH • SUBSTANCE ABUSE • STRESS • LEGAL • HEALTH/MEDICAL

"When I was in need, the University Faculty and Staff Assistance Program was there."

Nearly 1,000 faculty and staff members used UFSAP services last year!
“There is a great need for this service. This tells me how much The Ohio State University cares for its employees.”

“I can only say how grateful I am that such a service was available . . . free of charge.”

“This program is a real asset to the university community”

“Thanks for making a significant difference for me”

“It has been invaluable for many members of our staff to know that individual, private help remains available from UFSAP. We are immensely grateful for your personal attention and encouragement, without which this difficult time would have been even more trying and traumatic.”
What is the University Faculty and Staff Assistance Program?

The University Faculty and Staff Assistance Program (UFSAP) is a confidential counseling service for people experiencing some form of personal distress which may interrupt or cause deterioration in work performance. The following services are provided through this program:

- Consultation
- Problem assessment
- Referral services
- Brief, focused counseling
- Monitoring of client progress
- After-treatment review and recommendation
- Education and training
- Drug-free workplace training
- Smoking cessation referral

All UFSAP services are voluntary, free, and confidential.

For what kinds of problems can UFSAP provide help?

UFSAP can provide assistance for a wide range of problems including but not limited to:

- Problems in the workplace
- Stress and emotional disturbances
- Alcohol and other drug misuse and dependence
- Marital and family issues
- Referral for financial and legal concerns
- Referral for child and elder care

Any other problems with which you would like assistance can be discussed.

"Valuable" • "Courteous" • "Knowledgable"
Why does The Ohio State University have a Faculty and Staff Assistance Program?

UFSAP represents a commitment by The Ohio State University to improve the well-being of faculty and staff members via a program that can provide assistance in addressing workplace or personal difficulties.

How does it work?

Call UFSAP at 293-2442 when you have a personal concern and request an appointment with one of our professional counselors. Supervisors may also recommend that faculty and staff make use of UFSAP services, when personal problems interfere with job performance.

A counselor will explore your concerns by phone, identify potential solutions, and, if appropriate, meet with you in person or refer you to appropriate additional resources.

Whether the problem is resolved in consultation with the UFSAP counselor or with an outside service provider, UFSAP staff will provide continuing follow-up to be sure that you are satisfied with the assistance provided and that an effort is being made to resolve your concern.

- "Professional"
- "Excellent"
- "Understanding"
- "Beyond exp"
Who is eligible to use UFSAP?

Any university faculty or staff member, or member of their family, may use the services of UFSAP.

Who will know I used the program?

No one will know, unless you request and authorize us to release this information. Our services seek to maintain the confidentiality of all participants.

How much will it cost?

UFSAP services are provided as a benefit to all university faculty and staff members. There is no charge for our assistance.

If a referral is necessary for ongoing counseling, hospitalization, or the resolution of other problems, the costs of these services will become your responsibility. University health insurance will often cover a portion of such charges.

What are the hours of service?

You may call UFSAP between 8 a.m. and 5 p.m., Monday through Friday, to discuss a concern or to request an appointment. Personal appointments are usually scheduled between 10 a.m. and 3 p.m. We also attempt to accommodate employees who cannot visit during regular business hours.

How do I get more information?

Call 293-2442 to ask any question.

• “A God-send”

Expectations’
Providing confidential counseling, consultation, and training to university faculty and staff and immediate family members. We're Here to Help.

A service of the Office of Human Resources.
For nearly 20 years, UFSAP has provided a multitude of services to university faculty and staff. Let us help you.

Free, Confidential, Voluntary
What is the University Faculty and Staff Assistance Program?

The University Faculty and Staff Assistance Program (UF SAP) is your employee assistance program. We provide free and accessible counseling, consultation, and human relations training by licensed, experienced professionals.

Who is eligible to use UF SAP services?

- Any university faculty or staff member
- Your immediate family members
- Domestic partners

You do not have to be covered under a university-sponsored health plan to utilize UF SAP services.

What services are provided by UF SAP?

- Training presentation: “Getting to Know Your Employee Assistance Program”
- Brief counseling for personal or work-related issues
- Assessment and referral to university and community resources
- Crisis counseling for individuals and workgroups
- Marriage, family, and relationship counseling
- Referrals for legal and financial counseling and guidance on child and elder care

THE OHIO STATE UNIVERSITY
Faculty and Staff Assistance Program
- Counseling for stress or other job-related issues
- Substance abuse assessment and referral
- Drug-free campus training
- Training and skill development for individuals and workgroups including:
  - Stress management in the workplace
  - Conflict management and resolution
  - Dealing with difficult people and situations
  - Grief and loss

Who will know I used the program?

- All UFSAP services are confidential except in situations presenting the risk of violence or harm to yourself or another person.
- In situations presenting no risk to safety, information is shared with no one without your written permission, even if your manager referred you to us.
- Your UFSAP file is not a part of your human resource or personnel file.
- Use of UFSAP will not jeopardize your job or chances for promotion.
- Participation in counseling is voluntary. The decision to visit us is yours.

Is there a cost for UFSAP services?

- All UFSAP services are provided free of charge.
- If a referral beyond UFSAP is necessary, the cost of these services will become the responsibility of the client.
- If you are referred, university health plan insurance will often cover some of the charges after the appropriate co-payment is made.
Check out our web site

Please visit [www.osumhcs.com/ufsap](http://www.osumhcs.com/ufsap) for more information about our staff and services. In our “Be Well/Work Well” section of the web site, you will also find more behavioral health information in the forms of:

- Tips on managing stress, relationships, and other issues
- Confidential, self-assessment questionnaires
- Links to many university, community, and national sites to assist you in locating services, guidance, and accurate medical and behavioral information

We will be adding to “Be Well/Work Well” periodically, so check back every month or so for new tips and ways to learn about yourself and others.

How to reach us

Call UFSAP at (614) 292-4472 and request to speak with one of our consultants. We will respond within 24 hours and can generally meet with individuals or groups within 24-48 hours.

All services are by appointment from 7 a.m. through 6 p.m., Monday through Friday.

Our clinical office is located in the Neuroscience Facility at 1670 Upham Drive near the intersection of 12th Avenue and Cannon Drive.