



BULLETIN

FEDERAL MEDIATION AND CONCILIATION SERVICE

Employee Counseling Services Program

81-BUL-173

SUBJECT:

No. : _____
November 5, 1981

Date: _____

To: National Office and
Washington Field Office Employees

From: John Zancanaro, Director 
Office of Policy and Resource Management

COPE, Inc., will continue to provide Employee Assistance Program counseling to all national office and Washington field office employees and their families. We have a cooperative agreement with the Pension Benefit Guaranty Corporation who has contracted with COPE, Inc., for counseling services for this FY.

COPE, Inc., is a Washington-based center providing counseling and consulting services to employers. It is a team of mental health professionals under the direction of a clinical psychologist.

The Employee Counseling Services Program assists employees with personal problems that are affecting or may be expected to affect job performance or conduct--such problems to include, but not limited to, alcohol or drug abuse, emotional/behaviorial problems, marital or family problems, and financial or legal problems. The counseling services are provided at no charge to the employee and include problem identification and referral services. Services are confidential and individual employees' rights to privacy are rigidly protected in accordance with applicable laws and regulations. Employees are urged to voluntarily use the ESCP in helping resolve significant life problems.

The ESCP also assists FMCS personnel that are impacted by an employee with a serious problem. Supervisors, for example, who become concerned about employees with either performance and/or conduct problems may consult with the ECSP to determine whether the employee in question should be encouraged to seek counseling.

Counseling services are available in our health unit at 2020 K Street on Tuesdays from 8:00 a.m. - 12:00 noon and Thursdays from 1:00 p.m. - 4:30 p.m. by appointment. Appointments may be made by calling 484-7400. Counseling can also be scheduled off-site at any of the COPE locations listed on the following page:

Main Office
525 School Street, SW
Suite 203
Washington, D.C.

Tyson's Corner Area
7710 Old Springhouse Road
McLean, VA

Alexandria, VA Area
1900 Mount Vernon Avenue
Alexandria, VA

Reston, VA Area
12050 S. Lake Drive
Reston, VA

On Wednesday, November 25, in Room 6510-B of the Pension Benefit Guaranty Corporation, 2020 K Street, N.W., COPE will provide two employee orientation sessions: 10 a.m. to 11 a.m. and 2 p.m. to 3 p.m. There will be sufficient time for questions and answers. Everyone is urged to attend. It is requested that offices arrange for half of their employees to attend the morning session and the other half the afternoon session.

You are urged to take advantage of the Employee Counseling Services Program. If you have any questions regarding the program, you may contact COPE at 484-7400 or the Agency Coordinator, Evelyn Baker, on extension 35260.