



NEW MEXICO  
**LAW OFFICES OF THE  
PUBLIC DEFENDER**

Chief Public Defender  
Bennett J. Baur

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## Employee Assistance Program Notification

The New Mexico Law Offices of the Public Defender (LOPD) recognizes that a wide range of problems not directly associated with one's job function can have an effect on an employee's job performance.

Employees who have a problem which they feel may affect work performance and/or attendance is encouraged to voluntarily seek counseling and information on a confidential basis by contacting the Employee Assistance Program (EAP).

Employees may be advised to secure adequate medical, rehabilitative counseling and other services that may be necessary to resolve their problems.

Employees are assured that their job, future, and reputation shall not be jeopardized by utilizing this employee service, although Employees participating in the EAP are not exempt from disciplinary action.

The use of the EAP shall not provide any special regulations, privileges, or exemptions from the standard administration practices applicable to job performance requirements, including but not limited to: intoxication, inefficiency on the job, or any other behavior that presents a threat to safety or health.

Employee Name (Print): \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Well-Being Solutions Phone:** 833.515.0771

**TTY:** 800.697.0353

**Online:** [guidanceresources.com](http://guidanceresources.com)

**App:** GuidanceNow

**Web ID:** SONMEAP