

ONLINE



Basic Course in Employee Assistance Programmes

Presented by the Department of Social Work and Criminology, University of Pretoria in collaboration with Employee Health Solutions (Life Health Care)

Dates: 1 March - 14 April 2022 | 07 June - 21 July 2022 | 06 September - 20 October 2022

The **Basic Course in Employee Assistance Programmes** provides you with the knowledge, skills and insights to become an Employee Assistance Programme (EAP) professional/practitioner in private companies, government departments or service-provider organisations. The course will enhance your knowledge of EAPs (including standards and instruments) to enable you to successfully promote mental health in the workplace, while aligning the planned EAP to an organisation's goals and objectives. With a good grasp of the rationale, functions, standards of EAPs in the work environment, you will be able to design, implement and administer a customised EAP for your own organisation.

Course content

- Context and history of the EAP
- Definition of EAPs and related fields
- Rationale, functions and standards for EAPs
- Marketing of EAPs
- Therapeutic component of EAPs
- EAP management and supervisory training
- EAP consultation
- Monitoring and evaluation (M&E) of EAPs
- Mediation in EAP context

Who should enrol?

This course is ideal for you if you are already working or intend to work in the field of EAP and/or wellness – whether you are professionally trained or not.

Course fees

R8 500.00 per delegate (VAT incl.)
Course fees include all course materials. Costs of data to gain access online, are for the delegate's /employer's own account. Access to reliable internet is a pre-requisite.

A hard copy of the book by the course leader, published in 2018: 'Creating Legacy in EAP Business: The South African approach towards Employee Assistance', forms part of the course material.

Successful candidates will each have access to a selected lecturer during a once-off virtual consultation session to a maximum of 40 minutes for free – as part of the course.

Members of EAPA-SA may qualify for a discount of 10% – proof of registration may be required.

Course fees must be paid in full 14 days prior to course start dates. Proof of payment can be submitted to enrolments@enterprises.up.ac.za.

Admission requirements

Prospective delegates should have at least a relevant three-year bachelor's degree or equivalent qualification. A qualification in the fields of Social Work, Psychology, Nursing or Human Resources will be to your advantage.

Online teaching model

The online teaching model will provide you with: a study guide, course schedule, pre-recorded video clips of lectures, and PowerPoint presentations which you may use to study on your own. However, you need to be able to attend regular (mostly two times per week, i.e. Tuesdays and Thursdays) online lectures/ groups discussions for approximately two hours at a time, over an 8-week period. Depending on enrolled numbers, two time-slots will be provided for each theme, in order to accommodate delegates both during working and after hours, i.e. 09:00 and 18:00. Delegates will however only be required to attend one session per theme/day.

Assessment

In order to qualify for an official certificate issued by the University of Pretoria and endorsed by Employee Health Solutions (Life Health Care), you will be required to complete and pass a number of online quizzes and pass a written assignment. No additional examination will be required.

Accreditation and certification

Enterprises University of Pretoria (Pty) Ltd is wholly owned by the University of Pretoria. As a public higher education institution, the University of Pretoria functions in accordance with the Higher Education Act 101 of 1997. Enterprises University of Pretoria offers short courses on behalf of the University and these short courses are not credit-bearing, and do not lead to formal qualifications on the National Qualifications Framework (NQF) – unless stated otherwise. Delegates who successfully complete a short course and comply with the related assessment criteria (where applicable) are awarded certificates of successful completion and/or attendance by the University of Pretoria.

Successful Social Work delegates may qualify for 19.5 CPD points with the South African Council for Social Service Professions (SACSSP). Application for recognition by the Health Professionals Council of South Africa (HPCSA) is in process of negotiation.

Registration and enquiries

Client Information Centre
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Course leader
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Employee Health Solutions (Careways) is a well-known and leading service provider in the employee wellbeing field in southern Africa and is part of Life Health Care group. For more information, visit: www.employeehealthsolutions.co.za



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