

## MEMORANDUM FOR RECORD

SUBJECT: Revised FY25 Employee Assistance Program (EAP) Community Training Schedule

1. The Employee Assistance Program EAP Supervisory, Substance Abuse Awareness, Gambling Disorder and Suicide Prevention Training will occur monthly. These training opportunities are open to civilian employees, military personnel, and family members. The EAPC will incorporate other wellness topics (\*\*Burnout, Conflict Management/Stress Management and Assertive vs Aggressive Communication Skills, etc.) into the monthly trainings. **FY25** training dates are listed below.

<b>ASAP EAP Community Training Dates (EAP Supervisory, Substance Abuse and Suicide Prevention)</b>	<b>Time</b>	<b>Location</b>
<del>October 24, 2024</del>	<del>0900-1130</del>	<del>A365 Teams</del>
<del>November 14, 2024</del>	<del>0900-1130</del>	<del>A365 Teams</del>
<del>** January 23, 2025</del>	<del>0900-1130</del>	<del>A365 Teams</del>
<del>February 20, 2025</del>	<del>0900-1130</del>	<del>A365 Teams</del>
<del>** March 20, 2025</del>	<del>0900-1130</del>	<del>A365 Teams</del>
<del>April 11, 2025</del>	<del>0930-1100</del>	<del>Sheridan Theatre</del>
May 29, 2025	0900-1130	A365 Teams
June 26, 2025	0900-1130	A365 Teams
July 24, 2025	0900-1130	A365 Teams
August 29, 2025	0900-1130	A365 Teams
September 18, 2025	0900-1130	A365 Teams

2. IAW Army Directive 2018-23, All Soldiers and Civilians are required annual Substance Abuse and Suicide Prevention Training.

3. All Supervisors (Civilian Supervisors or Military with civilian employees) are required one session of EAP Supervisory and Testing Designated Position (TDP) training annually.

Microsoft Teams links will be provided every month.

0900-1000 - Substance Abuse Prevention and Gambling Disorder Training

1005-1100 - Suicide Prevention Awareness-Ask Care Escort (ACE) Training

1105-1130 -EAP Civilian Supervisory and Testing Designated Position (TDP) Training (Supervisors with Civilian Employees)

4. Point of contact Phil Pryor Sr, Employee Assistance Program Coordinator, [phillip.a.pryor.civ@army.mil](mailto:phillip.a.pryor.civ@army.mil) or 520-714-9423.

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