What is not considered a crisis in the context of the Crisis Relief Fund?

Examples of situations or circumstances that would not be considered a crisis include:

- Difficulty in maintaining or improving one’s current standard of living
- Financial problems due to expenses resulting from marriage or divorce, or from court fines, judgments, bail or taxes
- Financial problems due to overdrawn bank accounts or over-extended credit accounts

How is the Employee Crisis Relief Program funded?

The Employee Crisis Relief Fund is built and maintained through an interest-bearing endowment fund. Residual money from employee spending accounts is used to establish the fund. The Barnes-Jewish Hospital Foundation makes the Employee Crisis Relief Fund known to prospective donors.

How is the fund monitored?

An annual report is presented to the President of Barnes-Jewish Hospital. The report, to ensure confidentiality, will contain the number of cases served, a financial statement and a brief general description of the type of cases served.

For more information about the Employee Crisis Relief Fund, contact an EAP representative or a Human Resource consultant.

BJC Employee Assistance Program
314-729-4030
888-505-6444

BJH Human Resources
314-362-4166
How can an employee apply for assistance from the Crisis Relief Fund?
An employee must submit an Employee Crisis Relief Fund request to the Employee Assistance Program (EAP). The request form can be obtained from EAP. Documentation of need will be required before considering a request.

What happens after an application is made?
Once an application is received, an EAP representative will contact the applicant to schedule an appointment to gather additional information regarding the applicant’s situation. A determination as to eligibility to receive a monetary award will be based on the type of crisis and documentation of need. The EAP representative will then contact the applicant with the decision.

What is the Employee Crisis Relief Fund?
The Employee Crisis Relief Fund is a special fund established to help employees who have experienced an acute catastrophic personal or family crisis. The fund will provide monetary assistance generally not to exceed $1000. Employees are eligible for only one grant from the fund during their employment.

Who is eligible to apply?
All current and regular full-time Barnes-Jewish Hospital employees who have completed their first six months of employment are eligible to apply.

Who makes decisions regarding the Employee Crisis Relief Fund?
Decisions to grant financial assistance will be made by the EAP staff in conjunction with Human Resources. Requests will be held in the strictest confidence.

• The criteria will be based on catastrophic loss or illness
• Documentation of need will be required before consideration of a request
• The award will generally not exceed $1000
• Employees are eligible for only one grant from the fund during their employment
• An EAP representative and Vice President for Human Resources will serve as directors of the fund

What constitutes a crisis?
A crisis is defined as an extreme situation which could not be predicted and is beyond the control of the individual. Examples of crisis situations include:

• Destruction of an employee’s home
• Accident or serious illness affecting the income of the family
• Other employee financial crisis outside the control of the individual as deemed appropriate by the director of the fund and the Vice President of Human Resources