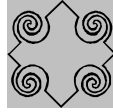


# Employee Connection

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TO YOUR  
HEALTH

To Contact Corporate Services call 1-800-962-7487

Volume 1, Issue 1

## Employee Assistance

What we can do for you.

Our professionals provide assistance to employees and their families for a broad range of problems, including but not limited to, health, marital and other relationships, financial, alcohol and other drugs, legal, emotional, stress, or other issues that may affect job performance.

Our services include:

- ◊ Problem assessment
- ◊ Brief counseling and crisis intervention
- ◊ Comprehensive treatment recommendations and follow up
- ◊ Referral to community resources
- ◊ 24-hour crisis support via a toll-free emergency helpline
- ◊ Quality assurance reviews of all service providers
- ◊ Access to an international EAP network
- ◊ Convenient office hours and locations.

Call: 1-800-962-7487

## Strengthening Work Relationships



The average person spends more time with the people we work with than we do with anyone else in our lives. It is therefore in our best interest to work on having strong work relationships. This does not mean that you have to be friends with everyone at work, it just means that you need to have a positive relationship that allows all involved to do the best they can at their job.

We all tend to think that our perspective on things is right. We can spend a lot of time telling others that their perspective is wrong. This usually leads no where positive.

**Instead try to understand the other persons' point of view and then offer your own. This leads to an increased understanding of one another and more effective interactions.**

*Courage is what it takes to stand up and speak; courage is also what it takes to sit down and listen.*

Quotations of Courage & Vision

## Live Longer by Feeling Good

A positive outlook can surely make life more enjoyable, but can it actually enhance health? Five recent studies suggest that a positive mental outlook can promote good physical health, particularly for the heart and circulation.

In a recent report from Finland, researchers evaluated 616 middle-aged men who had normal pressures when the study began. Over a four year period highly pessimistic men were three times more likely to develop hypertension than cheerier souls, even after risk factors were taken into account.

(Abstracted from "Optimism and Health" by the editors at Harvard Men's Health Watch , February 2001. )



Next time you feel like you're about to lose your cool, try this:



Anger Management expert Ron Potter-Efron, MSW, PhD recommends these three tips:

1. **Buy yourself some time.** The big risk when you're angry is the impulsive, knee-jerk reaction which is to insult the person who makes you mad. While this is a normal reaction - to avoid saying something you might later regret, take as much time as you need to chill out.

2. **Defuse face to face conflict.** Especially in front of colleagues. If an office rival goes for your jugular during an important meeting, put some distance between the two of you. Tell him you'd rather hash it out later without wasting everyone else's time.

3. **Write an anger management to-do list.** Take an index card and jot down 6 things you need to do when you're feeling hot under the collar. Here's a sample:

- Breathe deeply
- Slow down & don't pace
- Listen to the other person
- Don't yell
- Resist the urge to start badmouthing
- Respond in as calm a manner as possible.

Once you've made the card, review it until it becomes second nature to you.