

# Your EAP News

COUNSELING SERVICES

LEGAL/FINANCIAL CONSULTATIONS

ONLINE WORK/LIFE AND WELLNESS

## Alcohol Awareness Month: Dispel Myths about Addiction



**Myths and misconceptions** still fuel stigma about alcoholism (now called “alcohol use disorder” or AUD). Are you surprised by any of these myths? 1) “Only ‘heavy drinkers’ develop alcohol use disorders.” Fact: Moderate drinkers can experience health problems related to alcohol, such as liver disease, high blood pressure, and certain cancers. 2) “AUD is a choice.” Fact: People do make the choice to drink, but they do not choose to become addicted, which is a disease process. 3) “AUD only affects adults.” Fact: Teenage-only alcoholism treatment programs have existed for over 50 years. 4) “You can cure an AUD by going cold turkey.” Fact: Delayed withdrawal symptoms can occur weeks, months, or years after the last drink, and they often explain relapse. (Note: Learn more: Alcoholism.org [search “myths”])

## Stress Management Tips from the Field: Work Mistakes Happen

**Big mistakes** can cause panic to well up inside you. Don't panic; instead, manage them with a cool head. 1) Own up to your mistake. It is the fastest way to move forward toward finding a solution. 2) Apologize to those affected by the mistake because a sincere apology rebuilds trust. You'll discover a nearly universal truth—that people want to forgive and move forward. 3) Understand why the mistake happened, and take time to reflect on what went wrong so you can avoid it in the future. 4) Develop a plan to fix the mistake and rectify the situation. 5) Be visible in the process of implementing the solution, and others will observe and remember how committed you are to fixing mistakes and moving forward. 6) Move on. You've learned from the experience. Don't dwell on mistakes. Forgive yourself because your organization needs you back.



## Workplace Posture and Musculoskeletal Disorders

**Don't develop** a musculoskeletal disorder (MSD) because of the way you sit at work. Check yourself. The common sitting mistakes are slouching, crossing your legs, leaning forward, and sitting too long. Don't settle into a posture that just feels relaxed; instead, check whether it is also ergonomically safe and preventive. Here's some motivation: One study found that proper posture at work can help you think more confidently, and this may lead to greater productivity and benefits for you and your employer. That's additional motivation to check yourself!



## Absenteeism: #1 Cause Is Depression

**Are you missing work** for any of the following reasons? Lack of energy and motivation, making it challenging to get out of bed; not being able to concentrate at work, and feeling more exhausted if you try to do so; feelings of worthlessness or guilt, making you feel you aren't good enough to be at work; fatigue, headaches, or stomach issues that seem to zap your energy; or feeling so anxious and nervous about interacting with others that you stay home. Any of these may be related to depression. Talk to your Employee Assistance Program, a doctor, or another professional. An assessment takes only minutes, and there are helpful ways to get you back on the job. Depression is the #1 issue contributing to absenteeism, according to the U.S. Centers for Disease Control, and the behaviors above are the most common symptoms.



# Repairing a Workplace Relationship

**Y**ou've had an argument with a coworker and feel the need to repair a rough patch in your relationship. How do you proceed? 1) Start with giving yourself a pat on your back. Someone needs to make the first move, so let it be you. When you're ruminating about the conflict, it can be challenging to focus on work, leading to a reduction in productivity and efficiency. Start with a statement such as "I want to talk with you about the other day." Next, take



responsibility—for your part in the argument. Apologize for words, actions, tonality, or nonverbal behaviors that caused discomfort. Say you want to move forward, and listen completely to your

coworker's perspective. This active listening may help you grasp their point of view, but more importantly, it may encourage your coworker to reciprocate. Focus the discussion on the things you both care about and are trying to achieve. Consider agreeing on how to handle conflict in the future—your relationship "protocols" for managing conflict. Here's a key thing about coworker conflict: It might feel difficult to make the first move toward repair, but conflict left unresolved can create a toxic work environment, where tensions are high and communication becomes even more strained. Hint: Don't let positive relationships at work "just happen." Instead, consciously build on them and nurture trust, and you will observe that they are more resilient under stress.

# Should You Consume Less News?

**B**roadcast news can be distressful, but if it's causing too much unease, be more strategic about consumption. Set aside a specific time daily to catch up, but only to your limit of exposure. You'll avoid "doom scrolling"—the behavior of frequently checking news, especially online, to see what is being publicized. You'll feel more in control. Engage in mindfulness and meditation to reduce anxiety. Easily learned, these stress management techniques can quickly calm your mind and are powerful resilience tools for general stress management. Mindfulness involves the skill of focus, while meditation involves focusing on your breath or a mantra to help quiet your mind. Learn about meditation and mindfulness techniques. Find expert articles at [Wikihow.com](http://Wikihow.com).



## *No-Cost, Convenient and Confidential*

EAP Benefits are:

**Voluntary:** You decide when to use the program's services.

**Confidential:** Your personal information will not be shared with your employer or anyone in your family. Only you know when you call for assistance.

**Convenient:** EAP offers services with professional providers with offices nationwide. Services can be accessed through In-Person Therapy or Tele-Therapy.

**No-Cost:** Services under the EAP are available to you, your spouse/partner and your dependents under the age of 26 at no-cost.

## The effects of gun violence on children

The trauma surrounding shootings can have harmful effects on developing minds. Children do not have to witness the violence, just hearing about it can shatter a child's sense of safety and affect their mental health.

There are steps you can take to help you, your children and other loved ones cope with the stress and difficult emotions.

**CONTACT YOUR EAP TODAY TO CONNECT WITH A PROFESSIONAL THERAPIST WHO CAN HELP**



**Access services under your EAP, today!**  
Call to speak to your care coordinator, 800-324-4327  
(Español 800-324-2490) or email [info@ieap.com](mailto:info@ieap.com).

Visit our Member resource site.  
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