

FrontLineEmployee

WELLNESS, PRODUCTIVITY AND YOU!

1135 M ST., Suite 400, Lincoln, NE 68508 • 402.476.0186 / 800.755.7636 • 4continuum.com • easpecialist@4continuum.com



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AVOID PERSONALITY CLASHES

Employees often complain about personality clashes with co-workers. These conflicts can extend for years but are often explained by communication missteps at the beginning of the working relationship.

Follow three rules to reduce the likelihood of getting off on the wrong foot and believing you are entangled in irreconcilable differences with a co-worker:

- 1** Be proactive, not reactive, with common courtesies and civility. For example, asking “Did you have a nice weekend?” sends a message of strong desire for a positive relationship.
- 2** Avoid office drama. We all need to vent after a tough work day, but constantly complaining to your co-workers or gossiping about them can lead to hostility.
- 3** Inquire about tension. When you notice an uneasiness in your relationship, address it early and preferable face-to-face.

TEAM WITH YOUR DOC to help fight depression

Some individuals with depression participate in psychotherapy, some use medication, and some do both. No matter what treatment path you take, discuss with your counselor or medical doctor practical steps you can take on your own to supplement your therapy goals.

Supplemental activities depressed patients claim bring significant improvement include finding a passionate pursuit (hobby, goal, dream, or pastime) that makes one feel important and significant.



Journaling progress can have a positive, self-fulfilling effect.

Exercise is a naturally smart move for fighting depression.

Find personal projects you have been excited about in the past but delayed, and complete one every week or two.

Engage with others through meet ups, volunteerism, 12-step self-help groups, etc.

Your mind is your most precious tool. Nurture it with positives — from television shows to people, seek out affirming experiences.

WORK-LIFE BALANCE

With all there is to do in our lives, it's easy to get on autopilot and lose track of work-life balance. This is normal, but relief comes with the habit of checking yourself. Here's how.

Periodically ask yourself:

- 1 Am I using my time effectively in this task, or could I make changes to be more efficient?
- 2 Can I delegate this task? (For example, could you hire someone to rake the leaves and use the time for another purpose?)
- 3 Am I using my time for my life's priorities, or am I filling time with tasks that are less important?
- 4 Am I consciously planning my time with my family and loved ones or just letting the next event happen, whenever that might occur?

Asking these questions causes you to hit a "reset button" to get you more of what you want to achieve in work-life balance.

Bring the body, THE MIND WILL FOLLOW

There's an old saying among participants of self-help groups: **"Bring the body, and the mind will follow."**

If you're coming up short on motivation to participate in a recommended counseling or treatment program, consider this simple behavioral principle of cause

and effect. You don't have to wait until you feel motivated to begin taking care of yourself. You can begin now and feel motivated later!

The simplest example of this principle in action is when you lack enthusiasm to exercise, but after you do so anyway, you feel surprisingly glad you did and motivated to continue.

Affected by PTSD?

Most people with PTSD (post-traumatic stress disorder) are not veterans. Violent crimes such as sexual assault and robberies, accidents and injuries, natural disasters, sudden significant losses, physical abuse, domestic violence, admission to intensive care — or even witnessing such events — can lead to PTSD.

Acute stress reactions are normal after traumas — but lingering symptoms such as frightening dreams, flashbacks of the event, sleep problems, hypervigilance and distrust of others should be evaluated if they linger for several weeks.* Treatment for PTSD may be needed.

If these events and symptoms match your experience, schedule a time to talk with your EAP or health professional to see if a plan for treatment and intervention would be an appropriate move for you.

*See more at: www.health.com [Search: "ptsd 10 symptoms"].

TECHNOLOGY & WORK

The benefits of technology in the workplace are too many to list. However, you can't ignore some of the negative effects attributed to being constantly connected.

Interested in learning more? Read this entire Continuum EAP blog feature at 4continuum.com — Search: "Technology and the workplace."

