

Employee Enhancement Newsletter

May 2010
Page 1

Helpful Resources From Your Employee Assistance Program

May 19th 2010
Chat Topic:

I'm Rubber You're Glue: Dealing with Emotional Bullies

Every month you'll have the opportunity to chat online with a trained counselor. These live chats are held from 12:15-12:45 & 6:00PM to 6:30PM CST.

May 2010

At A Glance

Clean Air Month
1-31

<http://www.lungusa.org/healthy-air/>

Mental Health Month
1 - 31

www.mentalhealthamerica.net/go/may

National Arthritis Awareness
Month
1 - 31

www.arthritis.org

Source: 2010 National Health Observances, National Health Information Center, Office of Disease Prevention and Health Promotion, U.S. Department of Health and Human Services, Washington, D.C.



Keep Your Sunny Side



You know that you should eat healthy foods and get some exercise to feel good and live longer. Another key part is your mental health. Good mental health is just as important as good physical health. But we all face changes in life that can challenge our emotional well being. For example, even if you always looked forward to retirement, you might miss working. Or, maybe you've moved and you miss your old friends.

Whatever happens in your life, make your mental health a priority. You'll feel better and deal with stress better. These ideas can keep your spirits up:

- Stay in touch with family and friends. Maintaining relationships is good for your mental health. Call and visit your children or grandchildren. If you don't have family or friends nearby, join a local church or a community organization.
- Give yourself time to adjust to major life changes. If you are retiring or moving, be prepared to feel a loss. The same is true if your spouse or a friend dies. Grieving is natural and necessary.
- Keep busy with mentally stimulating activities. Consider volunteering or taking a class. Explore new interests, such as learning another language.
- Get a pet. A pet can be a wonderful companion. Pet owners get more exercise and have more social contact than those without a pet.
- Exercise. Take a walk or ride a bike. Exercise improves how you feel mentally, as well as physically.
- Get enough sleep. Lack of sleep can contribute to depression. Try to get as much sleep as you need.
- Practice optimism and good humor. A positive attitude and laughter boost your mood. Spend time with people who make you laugh. Rent funny movies. Keep this list handy and add ideas of your own. It's worth putting good mental health on the top of your "to do" list every day .

Wellness Library Health Ink and Vitality Communications ©2010

Deer Oaks EAP Services, our Employee Assistance Program, is always available to you and your dependents. If you are struggling with children, finances, or just want some practical advice on health or the mind-body connection, contact

866.327.2400

eap@deeroaks.com

www.deeroaks.com

Employee Enhancement Newsletter

May 2010
Page 2

Stop Smoking

Real World Solutions To Stop Smoking!



There's an abundance of evidence to prove that smoking cigarettes or using smokeless tobacco is a serious health hazard. It's also expensive, since a one-pack-per day habit will cost you over \$500 per year. Quitting may not be easy, but it can be done, as many ex-smokers have proven. You may be able to do it yourself or you may need some outside help. It isn't important how you do it. What's important is the fact that you're quitting.

The Beginning

Probably the most important aspect to success is your readiness and determination to quit. Once you've made up your mind to stop, this hurdle is behind you. Then you can begin to investigate some of the methods of quitting and the variety of support available to you. At this point, it might be a good idea to start a smoking diary listing when you smoke during the day. This will help you analyze your smoking urges. Once you begin to understand when you smoke and what sort of feelings or emotions trigger your desire to light up, you're on the track toward controlling your habit. Keep your diary for several days before you stop smoking.

Where to Go

Sometimes you need to go no further than yourself. Some people, by exerting their willpower and keeping their thoughts and actions under strict control, can stop smoking with no outside help. But even these people should try and get a basic knowledge of why they smoke and how they got addicted. Many books have been written on the subject. Go to your public library and select the ones you think might be most helpful. Organizations dedicated to the health of heart and lungs usually have a lot of free literature designed to assist in quitting. Call the American Cancer Society, the American Lung Association or the American Heart Association for more information.

Other Aids

Support groups are available in communities all over the country. Inquire among the same groups listed above or consult the yellow pages in your phone book. Hospitals, clinics, universities and other medical research organizations often have stop-smoking programs. Any health professional should be able to guide you toward the sources you feel would be most valuable to you. Nicotine gum, patches and nose sprays may also be helpful.

What They Do

Whether you decide to stop with the help of a book or whether you prefer the support of a group, you'll find the techniques are similar. All good programs encourage behavior modification-changing your way of life so that cigarettes are no longer important in certain situations. Once you have decided to quit, you will find lots of material available to help you attain your goal.

Matters of the Heart



Deer Oaks EAP can assist you with your goal to quite smoking. We have a Smoking Cessation 4-Part Program and many others that can be found on our website. For More information please go to www.deeroaks.com and login to view the available re-sources.

[Resources to help you quit smoking, from the National Cancer Institute.](#)

[Get free educational materials and coaching to help you quit.](#)

Workplace Bullies

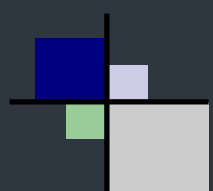


Bullying is something we all hope not to have to deal with much beyond the eighth grade. Unfortunately, workplace bullies are a problem many people face. Unlike playground bullies who often, not always, resort to using their fists, workplace bullies generally use words and actions to intimidate their victims.

A workplace bully may be your boss or your co-worker. No one should ever make you feel uncomfortable at work. If you are a victim of bullying in your workplace consider speaking to someone in the human resources department for help in dealing with it.

If you are dealing with a workplace bully:

- ◆ Seek the advice of a trusted mentor who may have dealt with this situation before.
- ◆ If you can, confront the bully in a professional manner, but only if your physical safety isn't threatened. Don't sink to his or her level. Stay as calm as possible. Don't yell or threaten. Often bullies are looking for this type of confrontation and it will encourage them to come back for more. Don't cry or show weakness either. That's usually what the bully is after in the first place.
- ◆ Don't try to win over other people to your side. The way in which you handle the situation will allow them to make their own judgments.
- ◆ Don't allow the bully to intimidate you or make you feel bad about yourself. You know your true worth. Don't forget what that is.
- ◆ Do your job and do it well. The workplace bully wants you to fail and when you don't he or she will be defeated.
- ◆ Make sure your superiors are aware of your work. Workplace bullies often try to spread the word that you are not doing your job well and will even go as far as to report the smallest infractions to your boss. Your actions will carry more weight than his or her words.
- ◆ Don't allow the bully to isolate you from your colleagues. Keep up your workplace friendships.



*Do you have
a particular issue that
you'd like to see high-
lighted?*

*Email us your
suggestions
and it may be a
feature article
in our
upcoming
newsletters.*

eap@deeroaks.com

Employee Enhancement Newsletter

May 2010
Page 4

How To Teach Your Teens About Money



Teenagers learn by gradually taking on more and more responsibility. For many parents, this involves giving their children a limited amount of control over financial decisions. If you choose to give your teen an allowance, take the time to teach them how to manage their money and control their spending. After all, most teens report learning about money management from parents. Establish an agreement on what the allowance covers. Consider providing extra income opportunities to help them learn that money is something you earn, not something you are entitled to. This is also a great way to get them involved in extra family chores.

Another effective tool is to get teens involved in a major purchase, such as the car buying process, whether the car is for them or for the whole family. Discuss with them such issues as what the car can be used for, who is responsible for gas and maintenance, and who can actually drive the car. Show them how auto insurance works, including how much the premiums increase when they start driving, as well as how much it rises if they have an accident or traffic violation.

Involve teens with your day-to-day personal finance decisions, such as grocery shopping. Have them help you with the grocery list and show them how to comparison shop, by pointing out how much money you save through comparing prices and using coupons. You can even ask your child to help cut out coupons, go through the sale papers, and develop the grocery list for the week. In addition, let them sit with you while you pay the bills, so they can see how much monthly obligations like utilities, phone bills, the mortgage, and insurance, add up.



Encourage teens to save their money for a major purchase and even offer to match their savings with an additional 50 cents per dollar saved. This is a great way to teach them the relationship between building a savings account and the positive rewards that follow. Finally, teach teens how credit works and how to use credit cards responsibly. You might even consider showing them your bills when you pay them. Too often, young adults who get their first credit card perceive it as “free money,” and find themselves in debt very quickly. Don’t wait until your child is in college and inundated with offers for free stuff in exchange for opening a credit card. Help them understand that the \$50 they charge today costs a lot more if they don’t pay it off quickly.

About Money Management International

Money Management International (MMI) is a nonprofit, full-service credit-counseling agency, providing confidential financial guidance, financial education, counseling and debt management assistance to consumers since 1958. MMI helps consumers trim their expenses, develop a spending plan and repay debts. Counseling is available by appointment in branch offices and 24/7 by telephone and Internet. Services are available in English or Spanish. To learn more, call 800.432.7310 or visit www.MoneyManagement.org.