

## Employee Health Consultants, Inc.

### Inside this Issue:

- Simple Wisdom
- EAP Facts
- Ten Tips for Time Management
- Trends in Treatment
- Web Connections

Feel free to copy or forward any part or this entire newsletter to employees of your company or organization. It is intended for the sole use of employees and families covered by the Employee Health Consultants, Inc. EAP.

We welcome your comments and concerns. We would also invite you to suggest topics of particular interest to you or your organization, forward particular questions or write an article-opinion of your own.

If you know of someone in your organization that might appreciate reading this newsletter, please forward his or her email address and we'll add it to our mailing list.

We can be contacted at [info@employeehealthconsultants.com](mailto:info@employeehealthconsultants.com) or by calling 1-800-365-2273.

Please visit our website at: [Employeehealthconsultants.com](http://Employeehealthconsultants.com)

### SIMPLE WISDOM

A friend of ours was walking down a beach at about sunset and saw a man coming towards him from the other direction. As he grew nearer he noticed the man was bending down and picking something up and throwing it out into the water. Time and again, he picked something up and tossed it back into the ocean. As he got closer, our friend noticed he was picking up starfish and one at a time throwing them back into the water.

Puzzled, our friend asked the man what he was doing and he said, "Its low tide



now and all these starfish have been washed up on shore. If I don't throw them back they will die." "I understand" our friend replied, but there must be thousands of starfish on this beach. You can't possibly get them all, there are just too many. Besides, this is just one beach up and down this coast, you'll never make a difference." The man smiled, bent down and picked up another starfish and as he threw it back he replied, "Made a

The number of EAP calls for anxiety related problems has increased significantly in the last year. In response, your EAP has affiliated with a new program now available in the Chicago Area called the Center for the Assessment and Treatment of Anxiety and Phobia. They can be reached through the EAP or by calling directly 1-877-700-6109.

### EAP FACTS

Workers 45 to 64 years of age represent the fastest growing segment of the U.S. labor force according to the U.S. Bureau of Labor Statistics.

In a study done by the Center for Creative Leadership, they found two common traits among managers who successfully steered their organizations through downsizing and

other difficult transitions: 1) They were able to communicate honestly and proactively with their employees and 2) They listened well, showed sensitivity and explained the reasons why the changes were necessary.

The Substance Abuse and Mental Health Services Administration (SAMHSA) found that

spending for mental health and substance abuse treatment accounts for about 8% of the total expenditures for all health care.





## TEN TIPS FOR TIME MANAGEMENT

1. Make a list, prioritize and check things off as you get them done.
2. Review your list from time to time. Is everything on that list necessary?
3. Ask yourself, "What's the best use of my time right now?" Then do it!
4. Be willing to sacrifice "perfection" to get things done.
5. Learn to say "no" to demands that don't benefit you.
6. Whenever possible, delegate!
7. Don't waste time on minor decisions.
8. Arrange your work time to keep interruptions to a minimum.
9. Be realistic about what you can accomplish during a given period.
10. When is your energy at its peak? Plan your work for those times and use your less energetic times for leisure or a nap.

Not all time management tips work for all people. Which tips from this list have you found helpful in the past? Which ones are you willing to use today to help you manage your time? Do you have any of your own time management secrets to add to the list?

### Did You Know?

U.S. consumption of sweeteners including sugars, syrups and honey increased from 137 lbs. per capita in 1990 to 158 lbs. in 1999?  
Source: U.S. Census Bureau

One third of the estimated 95 "developing nations" have a waiting period of six years or more for a telephone connection as compared with less than a month in developed countries.  
Source: The World Bank

*"Let him who would enjoy a good future waste none of his present."*

**- Roger Babson**

## TRENDS IN TREATMENT

Mental health treatment has become increasingly split between the "medical model" that requires a diagnosable and recognizable illness and "cure" and a "wellness model" that focuses primarily on strengths, mastery, skill building and innate resilience. The medical model is adhered to primarily by psychiatric practitioners and is largely a biochemical-based process. People are treated by correcting chemical imbalances. The wellness model does not deny the existence of chemical imbalances in *some* cases but focuses on supporting healthy mechanisms and rapid return to self-support.



### WEB CONNECTIONS

*"When making your choice in life, do not neglect to live."* (Dr. Samuel Johnson)



We review all the links that we provide but we cannot guarantee the quality or content of these links, only the quality of our own material. We encourage you to read our review notices along with each link and make your own decision as to its usefulness to you.

Fitness Online ([www.fitnessonline.com](http://www.fitnessonline.com)) – Articles and information on workouts, running, diet and an online trainer.  
The National Health Museum ([www.accessexcellence.org](http://www.accessexcellence.org)) - A fun and informative website.

