



# FrontLine Employee

*Wellness, Productivity, and You!*

Northwestern Medicine Employee Assistance Program 888.933.1327

## Principles of Emotional Wellness

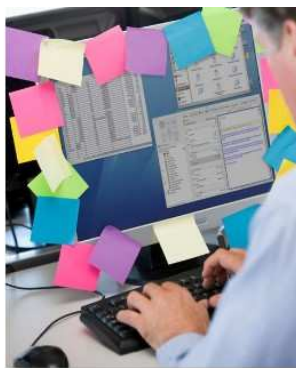


**L**ike physical wellness, which has steps to improve and maintain it, emotional wellness has some of its own rules so you can stay emotionally fit. Here are a few “emotional wellness maintenance principles”: 1) Be proactive in managing stress, not reactive when it gets “bad enough.” 2) Don’t be frustrated over work-life balance. It is a moving target. Instead, make adjustments to experience it more regularly. 3) Seek to eliminate self-punishing or negative self-talk that makes you feel bad. Humans are generally optimistic. If you don’t feel positive now, look forward to changing tomorrow. 4) Engage support. Humans are social creatures. If you need help, ask for it. Accept it more often when it is freely offered. Want more emotional wellness tips to use or pass along?

Visit: [www.nih.gov/health-information/emotional-wellness-toolkit](http://www.nih.gov/health-information/emotional-wellness-toolkit)

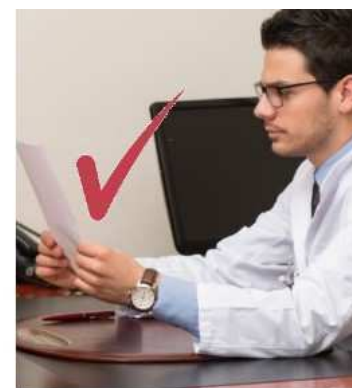
## Get a Mental Boost with Decluttering

**I**f you think decluttering is only about dealing with the dust (or the complaints from others around you), consider other benefits discovered recently by workplace wellness researchers. One real benefit is improved mental health. Researchers found that a person can’t collect and possess a bunch of stuff and create a disorderly and chaotic environment without paying a mental health price for doing so. Researchers found that clutter undermines one’s ability to have a pleasurable and satisfying work experience and creates a risk of burnout, thereby lowering productivity.



Source: [www.depaul.edu/](http://www.depaul.edu/) [search “declutter”]

## Doctrine of Completed Staff Work



**L**ooking to make a great impression and achieve an outstanding reputation in your organization? Understand the “Doctrine of Completed Staff Work” (CSW). Popular in business books of yesteryear but still viable today, CSW is completed action and study of a problem, followed by a presentation of its solution with alternatives so thorough that all that remains is for management to approve or disapprove it. Resist bringing problems to your manager without well-thought-out solutions, and you will be remembered for saving management time, energy, and money while being a better problem solver.

## Working at Home Hazards

**I**f you work remotely from home, you might think chances of being injured are zero because you are not at the workplace and no longer risk a commuter accident. The research, however, shows that your chances of being injured might go up. The most likely injury will be from a fall. You may use stairs more frequently, lift objects more often, do chores more frequently, or experience more distractions. It’s simple math. Most accidents happen in the home, and the more you are there, the higher the risk. Statistic: 75% of accidental deaths each year are the result of home accidents.



Source: [www.safewise.com/blog/household-accidents/](http://www.safewise.com/blog/household-accidents/)

# National News, Crisis, and Effects on Children



**C**hildren are easily affected by catastrophes and national crises like the COVID-19 pandemic, but they do not exhibit symptoms of anxiety and trauma that are commonly seen in adults. If you're confused or unsure about whether your child needs additional support, psychotherapy, or even care for a psychiatric emergency, consider the following list below from the Association for Children's Mental Health. Trust your gut as a parent and seek help if these symptoms or a combination thereof signal you that it's time to get help. Some signs that your child may be experiencing a mental health crisis include: rapid mood swings; extreme energy or lack of it; sleeping all the time or being unable to sleep; severe agitation, pacing; talking very rapidly or non-stop; confused thinking or irrational thoughts; thinking everyone is out to get them or seeming to lose touch with reality; experiencing hallucinations or delusions; making threats to others or themselves; isolating themselves from friends and family, not coming out of their room; not eating or eating all the time, rapid weight loss or gain; suicidal thoughts and statements such as "I want to die" or even possible vague statements such as "I don't want to be here anymore." Learn more: [www.acmh-mi.org](http://www.acmh-mi.org) [search "mental health crisis expert"]

# Good Samaritan Laws and Overdose Rescue

**"G**ood Samaritan Laws" protect 911 callers, overdose victims, or persons who attempt to save a life resulting from a drug overdose. These laws in the USA and Canada also protect against arrest and/or prosecution for simple possession, possession of paraphernalia, and/or being under the influence in an overdose situation. Tens of thousands of overdose reversals each year are helped by these laws. They also protect a person who administers an opioid overdose rescue drug called Naloxone. (The nasal spray form can be given to an unconscious overdose victim.) Most drug stores and even online retailers sell this rescue drug without a prescription. If you have a family member, loved one, or friend who struggles with opioid addiction, learn about Good Samaritan laws, get a rescue drug kit, know how to use it, and be prepared. For as little as \$7, you could save a life.



Source: [www.ncsl.org](http://www.ncsl.org) [search "overdose immunity"]

# Intervening with "Nomophobia"

**N**omophobia is the "fear of being without access to a working smart (cell) phone." Experts question whether nomophobia is a real addiction, but they have decided upon four symptoms of it: experiencing panic over losing your phone; obsessively checking for missed calls, emails, and texts; using your phone in inappropriate places like the bathroom or church; and missing out on opportunities for face-to-face interactions. Want to cut back on digital dependency? Start with awareness. Is it a problem you want to change? If so, experiment with separating yourself from your phone when participating in other activities. Get an accountability partner (who also wants to cut back) and tackle a mutual goal. Use a timing device to interrupt mindless phone surfing. More tips and tricks can be found by searching "tips on cutting back smartphone use."



Source: [archives.drugabuse.gov](http://archives.drugabuse.gov) [search "nomophobia"]

# The COVID-19 Stress Scale

**P**andemic stress is real, but how well are you coping? To help people evaluate stress, the COVID Stress Scale was developed as a research



tool this past year. Its schedule of questions may help you self-assess the impact of the pandemic on your well-being, your coping behaviors, and the effect of anxiety in daily functioning. You can then decide whether additional support could be helpful. See the page of questions at the following link: Source: [www.ScienceDirect.com](http://www.ScienceDirect.com) [search "validation covid stress scale" and view PDF, p.3] Fighting stress of any kind ultimately boils down to self-care. Evaluate how well you understand and are investing in the eight areas of self-care by googling "self-care-rating scale Satir pdf" for the PDF.