



## *Helping Manage the Stress of Everyday Life*

Your Employee Assistance Program (EAP) Provider

### Methods for Reducing Stress

In this era of increased demands on our time and energy, many employees are using their EAP benefit to find solutions to a variety of day to day issues including stress.

Stress that feels overwhelming can have a negative effect on our physical and emotional health. To help better manage stress consider implementing one or more of the following suggestions. For assistance with developing an individualized plan of stress management, contact your employee assistance program for a referral.

- Claim a quiet moment to take a few deep breaths (actually several quiet moments throughout the day helps keep the stress from one situation spilling over into the next.
- Ask for help if you feel overwhelmed by your responsibilities.
- Exercise: thirty minutes per day three times per week is ideal. Even moderate levels such as a brisk walk can help.
- Eat properly. Eat more fruits, vege-

tables, grains, and cereal. Don't skip breakfast.

- Honor your sleep needs. Most people need 7-8 hours
- Take breaks and get away from your routine when possible
- Learn and practice at least one relaxation technique such as meditation, deep breathing, progressive muscle relaxation.
- Manage or eliminate your consumption of caffeine, nicotine, and alcohol. They increase stress on the body.
- Have a sense of humor, it's an effective self-care tool and an antidote to stress.



**Confidential, professional services are available to employees, their dependents and household members at no out-of-pocket cost. Call 800-999-1077.**

**If you have questions, want to find out more about stress, or need someone to talk to, please contact your APS Healthcare Employee Assistance Program.**

### Symptoms of Stress\*

- Poor concentration / memory lapses
- Irritability, defensiveness, anger
- Loss of self-esteem / feelings of powerlessness.
- Prolonged, unexplained fatigue.
- Lingering ailments: headaches, digestive upset, backaches.
- Withdrawal, moodiness, depression.
- Anxiety
- Muscular tension / tics
- Decreased creativity and productivity.
- Tendency to overeat, oversleep, over drink, or work too long.
- Abnormal sensitivity toward criticism.
- Sleep problems

\* Important: Physical symptoms may have purely physiological causes and a medical doctor should be consulted to eliminate the possibility of such physical problems. Symptoms of depression and anxiety may indicate a mental health problem and either your physician, an employee assistance program professional or other mental health professional should be consulted.