Employee Assistance Program *Tip Sheet*

Taking Charge of Your Mental Well-being

Proactively supporting your mental well-being is one of the most effective ways to stay balanced, resilient, and productive in both your personal and professional life. Building healthy habits now can help prevent stress, burnout, and mental health crises later.

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Here are some simple actions you can start today to boost your mental wellness:

- **Establish a daily routine** that includes consistent sleep and wake times. Aim for 7–9 hours of sleep per night.
- **Take quick mental breaks** even on the busiest days. Step away for 2–3 minutes, take deep breaths, stretch, or walk to another room. Short pauses can reset your focus and reduce tension.
- **Practice mindfulness** with just one minute a day. Try this: close your eyes, breathe slowly, and focus only on your breath. Apps like Headspace or Insight Timer can help guide you.
- **Stay active** with small bursts of movement. Walk up or down the stairs, stretch at your desk, or take a short walk.
- **Stay socially connected.** A quick call, text, or walk with a friend can boost your mood. Create boundaries that protect your time to nurture your closest relationships.
- **Limit news and social media** if it's overwhelming. Choose set times to check in, then step away.
- **Set small, achievable goals** each day to maintain motivation and a sense of control.

Remember, seeking help is a strength, not a weakness. Your Employee Assistance Program (EAP) is here to support you whether you're feeling overwhelmed or just want to enhance your well-being. All services are confidential and at no cost to you.

Reference: National Institute of Mental Health (NIMH). https://www.nih.gov/health-information/emotional-wellness-toolkit

Your Employee Assistance Program

Anytime, any day, you have access to mental health professionals available to connect you with free and confidential services and resources to help you be your best. Simply call to get started today.

24/7/365 PHONE:
1.800.999.1077

WEBSITE:
EAPHelplink.com
CODE: EAPNOW

SCAN ME

Scan this QR code using your phone camera to log in to your site

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