

NEELY EAP

FEBRUARY 2024

GET THE MOST FROM YOUR EMPLOYEE ASSISTANCE PROGRAM



WELCOME

We are so pleased to be your employee assistance provider. Employee Assistance Programs (EAPs) are a first-line response to providing prevention and short-term problem resolution services. We provide short-term counseling services, seminars, legal services, and financial advice, all FREE of charge to you. Each month our newsletter will be packed full of wellness information and updates about upcoming seminars and webinars.

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WELLNESS SEMINAR

Please join us for our live seminar
"Best Practices for Remote Work"

Feb 15th @ 3pm

[REGISTER](#)

QUARTERLY WEBINARS

Please join us for our live seminar
"Nature vs. Nature: Are Leaders Born or Made?"

Feb 29th @ 3pm

[REGISTER](#)

How to Master Remote Learning

By: Courtney Garcia-Echeverria

In recent years, the way that the workspace looks has undergone a significant transformation. Whether you're a seasoned remote worker or new to the virtual office, mastering the art of remote work is essential for maintaining productivity, collaboration, and well-being. This article will explore the best practices for employees to thrive in a remote work environment.

Establish a Dedicated Workspace:

Creating a designated workspace is crucial for maintaining focus and separating work and personal life. Choose a quiet, comfortable area with minimal distractions.

Set a Consistent Routine:

Establishing a daily routine helps create structure and discipline. Set regular working hours, schedule breaks, and follow your routine as closely as possible. This consistency not only boosts productivity but also aids in maintaining a healthy work-life balance.

Effective Time Management:

Prioritize tasks and use time management techniques. Break your work into manageable chunks with short breaks to stay refreshed and focused.

Utilize Technology Wisely:

Leverage technology to enhance communication and collaboration. Familiarize yourself with virtual collaboration tools like Zoom, Slack, and Microsoft Teams. Ensure you have a reliable internet connection and update your software regularly to stay connected seamlessly.

Overcommunication is Key:

In a remote work setting, it's better to err on the side of overcommunication. Communicate your progress, challenges, and availability. This helps avoid misunderstandings and keeps everyone on the same page.

Embrace Flexibility:

Remote work often comes with increased flexibility. Embrace it, but also be mindful of deadlines and responsibilities. Communicate your availability and ensure that you are accessible during agreed-upon working hours.



Mastering remote work is an ongoing process that requires discipline, effective communication, and technological proficiency. By incorporating these best practices into your remote work routine, you can maintain productivity and contribute to a positive and collaborative remote work culture.

Please join us for this month's "[Best Practices for Remote Learning](#)" webinar to Embrace remote work opportunities and continually adapt to new challenges to ensure long-term success in the virtual workplace.

Heartful Minds: Exploring the Connection Between Emotional Well-Being and Heart Health

By: Courtney Garcia Echeverria

Researchers have recently discovered the connection between emotional well-being and heart health, unveiling a complex relationship. This article explores the profound relationship between our emotional state and the well-being of our hearts.

The Stress-Heart Connection:

Chronic stress, often a product of our fast-paced lives, has been identified as a significant factor in heart health. Elevated stress levels trigger the release of hormones like cortisol and adrenaline, which, over time, can contribute to the development of cardiovascular issues. Learning effective stress management techniques, such as mindfulness and meditation, can be instrumental in maintaining a healthy heart.

The Role of Positive Emotions:

Just as negative emotions can impact heart health, positive emotions have been associated with a protective effect. Joy, gratitude, and optimism contribute to lower blood pressure, reduced inflammation, and improved cardiovascular health. Cultivating a positive mindset through regular exercise, engaging hobbies, and social connections can be crucial in promoting heart well-being.



Healthy Lifestyle Choices:

Adopting a heart-healthy lifestyle goes hand in hand with emotional well-being. Regular exercise, a balanced diet rich in fruits and vegetables, and adequate sleep contribute to physical health and emotional resilience. These lifestyle choices form the foundation for a holistic approach to heart well-being.

As we unravel the connection between emotional well-being and heart health, it becomes evident that fostering a healthy heart goes beyond diet and exercise. Cultivating positive emotions, managing stress effectively, and nurturing social connections are integral components of a comprehensive approach to cardiovascular well-being. By recognizing and addressing the emotional aspects of heart health, we empower ourselves to lead fulfilling lives that resonate positively with our hearts, metaphorically and literally.

If you'd like to learn more about this topic or speak about it in depth with one of our highly trained therapists, please use your EAP benefits to contact us to set up an appointment.

Depression and Heart Disease:

The relationship between depression and heart disease is bidirectional – depression can be both a consequence and a risk factor for heart issues. Individuals with depression may engage in behaviors detrimental to heart health, such as poor diet and lack of exercise. Conversely, heart-related conditions can contribute to the development of depressive symptoms. Seeking professional help and integrating mental health support into cardiovascular care is essential for comprehensive well-being. Improve emotional balance and positively influence cardiovascular health.





WHAT CAN MY EAP DO FOR ME?



About our logo

For decades, enslaved African Americans looked to the North Star for hope, inspiration, and freedom. Neely EAP (NEAP) provides the **hope** that your situation will improve, the **inspiration** to move you in the right direction, and the **freedom** to live your best life.

At Neely EAP, we understand the challenge of balancing work and life stresses while staying mentally healthy. That's why we've partnered with your employer to offer you the following services free of charge:

- 24/7 Hotline, Access to Confidential Services
- Free Short-Term Counseling and Couch Time Check-In (preventive annual counseling session)
- Legal and Financial Assistance
- Work-life referrals for adult care, childcare, pet care and more
- Wellness Trainings & Online Employee Training Vault
- Critical Incident Stress Debriefing

