

You can't always control the amount of personal problems in your life - *But you can control how you deal with them.*

Thank you for your interest and support in promoting mental health in the workplace! Offering WellSpan EAP to your workforce is a great first step towards reducing the stigma associated with seeking help through professional counseling. Here are some strategies your organization can use to educate employees about mental health issues, normalize the idea of seeking help for these problems and increase participation in your EAP:

Display EAP materials to promote EAP benefits to employees. WellSpan EAP provides your organization with posters, tear-off cards, pamphlets and payroll stuffers to increase employee awareness of the EAP benefit offered to them. Education and awareness are the most effective tools you can use to eliminate the fear and social taboo of seeking help for issues like depression, substance abuse and marital problems.

Choose an appropriate place for displaying posters. Some of the most effective locations to place EAP posters are employee restrooms. Employees don't always want others knowing they may have an interest in seeking help from the EAP. Posting information in discrete yet prominent locations such as an employee restroom gives employees easy access to cards containing EAP phone numbers and information without others looking over their shoulder.

- Make sure you attach the cardholders to EAP posters with an adequate supply of information cards.



Rotate materials or designs frequently. Even the most eye-catching posters become wallpaper after hanging in the same location for long periods of time.

- Try rotating poster designs in different locations to attract more attention.

Add WellSpan EAP information to your benefits listings. Include EAP information in new hire orientations and benefits listings given to employees.

Use the WellSpan EAP pop-up display banner to attract attention. For employer facilities in the south central Pennsylvania area, we have six-foot-tall window shade

style banner (design pictured) for display at worksites. This is a visible reminder of EAP services offered to your workers that is effective when displayed in "high-traffic" areas with EAP brochures nearby.

- To reserve use of this display, just call EAP Client Services at 1-866-227-6527.



Offer a “brown bag” seminar to employees to promote EAP awareness. WellSpan EAP offers a number of training and staff development programs geared towards your organizational needs, including presentations aimed at increasing awareness by re-introducing employees to EAP services.

Use EAP newsletter article content for your company newsletters. We encourage your organization to utilize information found in our monthly newsletters for your own use. We also have a host of information on many subjects regarding mental health and workplace issues.

Back issues of EAP newsletters can be found on our web pages at www.wellspaneap.org

Allow WellSpan EAP to participate in your company health and benefit fairs. We have tabletop displays and information on many issues facing today’s workers such as work-life balance, mental health issues, effective communication and more.

For employers in south central Pennsylvania, we have representatives available to be on-site to staff a booth and answer questions employees may have about WellSpan EAP.

Encourage managers to periodically remind employees about the services available through WellSpan EAP.

Regular reminders will help to reinforce the support services provided by your organization. These updates will also normalize the fact that we all have personal challenges at various times in our life - and seeking objective assistance is a good thing to do.