

# EAP NEWS



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*The EAP is a **free** service for you and your eligible family members.*

*All EAP services are **completely confidential**.*

## CDC Tells How To Protect Yourself In The Summer Heat

Summertime and the livin' is usually hot so if you work outdoors, remember to take the typical precautions against overheating.

Though heat-related deaths and illnesses are preventable, there were 2,600 heat-related work injuries in one recent year, according to the Bureau of Labor Statistics. Muggy or humid conditions add to discomfort. Excessively hot and dry conditions can create a more dangerous situation.

The CDC recommends:

- \* Drink plenty of fluids regardless of your activity level. During heavy work in a hot environment or strenuous activity of any kind, drink two to four glasses of cool fluids each hour. Don't drink alcohol, beverages with a high sugar content, or very cold drinks.
- \* Replace salt and minerals lost through sweating by drinking a sports beverage. Discuss beverages with your doctor if you are on a low-salt diet.
- \* Wear appropriate clothing. At home, wear as little as possible. When going out, choose light-colored, loose-fitting clothing. Wear a wide-brimmed hat and sunglasses with UVA and UVB protection.
- \* Use sunscreen. Sunburn affects the body's ability to cool itself. It causes a loss of body fluids, skin damage, and pain. Apply a product rated SPF 15 or higher 30 minutes before going out.
- \* Pace yourself. When working or playing sports in a hot environment, begin slowly and pick up the pace gradually. If your heart begins to pound and you begin gasping for breath, STOP all activity. Move to a cool area or at least into shade to rest, especially if you feel lightheaded or weak.
- \* Watch each other. When working in the heat, monitor the condition of co-workers and have them do the same for you. Be wary of confusion.
- \* Stay cool indoors. If you don't have air conditioning, go to a place that does. Even a few hours in air conditioning can help you stay cooler when you go back into the heat.
- \* Don't depend on a fan to cool yourself. When the temperature is in the high 90s, fans will not prevent heat-related illness. Cool showers could help you cool off. ○

*Exercise enhances your mood and gives a sense of well-being.*

## Exercise Takes The Edge Off Of Chronic Pain

Doctors at the Mayo Clinic say that when you are in pain, exercise is probably the last thing on your mind. But it could be more important than you think.

Regular exercise is a versatile weapon in the fight against chronic pain. It may seem difficult to start, but your body will thank you, say the Mayo people.

What exercise can do:

- \* It increases endorphins, which are the body's natural pain relievers.
- \* Exercise builds strength, which takes the load off bones and cartilage.
- \* It increases flexibility when you exercise. That means joints are able to move through their full range of motion and are less likely to ache or be painful.
- \* It increases your energy level and gives you the strength to cope with life and with pain.
- \* It helps you maintain a healthy weight and contributes to better sleep.
- \* It enhances your mood and gives a sense of well-being. You look better and have the confidence to continue.
- \* Exercise protects the heart. ○

## Garden Spots Can Be Inspirational



A tiny garden can bring you closer to nature as you tend the plants with special care and watch them grow.

It could be a niche in a corner of the yard, a raised bed of flowers or vegetables, a window box or two, or a container garden on the deck. In any case, the compact garden takes less time and work. The satisfaction comes from working with each individual plant.

For most flowers and vegetables, consider a spot that gets morning sun and afternoon shade. If your place is shady, search for shade-loving plants with greenery or flowers that may be planted under an ornamental tree.

Adding a wooden bench or chair will give you a place to relax in your niche. You could add a sundial, a birdbath, or trellises for your climbing vines.

Men particularly enjoy building a rose garden. One costs a little more to start, but with proper care the roses will come back bigger and more beautiful with each passing year.

Roses are very attractive as they bloom in sunny niches, raised beds, or even when growing in wooden wine barrels from the garden store.

Container gardening is a pleasant alternative to having a garden in the yard. Containers come in all shapes and sizes. They can be put on trays with wheels so you can move them whenever you want. Or they can be put on stands to make a more dramatic statement. And you don't need "mud shoes" to tend them after a rain.

Plastic containers require less water than clay pots. Soil in clay pots dries out faster. ○

## Key To Coping With Information Overload

In-boxes are overflowing with magazines, reports and memos; e-mail boxes are brimming with half-read and unread messages. "More and more managers tell me they're spending three or four hours a day responding to e-mail and doing so isn't making them more productive," says Lyle Sussman, Ph.D., a speaker, author, management consultant, and professor of management at the University of Louisville in Kentucky. "Staying abreast of developments in your field is more important than it has ever been," he says.

Yet even as demand for data skyrockets, the supply of information -- particularly that available on the Internet -- is outpacing demand.

Anyone who works in an office or answers e-mail can experience information overload.

Instead of spending a large chunk of your workday sorting through irrelevant data and correspondence, Dr. Sussman recommends you become an intelligent consumer of information.

**To send or not**—Tell people what they should or shouldn't send you. It's so easy now for e-mail users to attach documents or to refer political messages to anyone in their networks. Be more assertive with your networks about what you want and don't want to receive.

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## Many Choices Available For Camping Trips

The United States offers many opportunities to get in touch with nature.

There are picturesque primitive areas where you can build a fire, pitch a tent, and set your sleeping bag on open ground. That's real camping.

For the less adventurous, there are elaborate campgrounds and RV parks with stores, swimming pools, and recreational attractions. There is a site for any fancy.

The National Park Service provides online up-to-date information on camping areas in National Parks and on federally-owned wilderness acreages. Most are free or rented for modest fees.

Go Camping America is a Website sponsored by The National Association of RV Parks and Campgrounds. It lists a directory of nationwide facilities, along with their amenities and fees. Just enter the state or region that interests you.

If you already know where you will be traveling, most chambers of commerce and area vacation bureaus promote local sites with camping services.

And if you think you have seen everything in a campground, one unique location, the Umpqua Lighthouse State Park in Oregon provides limited beach camping sites in the shadow of a historic lighthouse. Look for other interesting sites in state brochures or online.

Newcomers to camping can find tips for beginners from many Websites just by browsing Google or Yahoo. Then point your mouse in the direction of one that describes the type of camping that interests you, primitive or easy-going. ○

*There is a site for any fancy.*



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"I've received messages from people in my network saying they would prefer I not send jokes I run across," says Dr. Sussman. "People are trying to set limits on the supply side."

**Make the call**—Ask people to use the telephone or to stop by in person. "Phone calls and face-to-face conversations are becoming lost arts," Dr. Sussman says. "I've been telling my professional colleagues that if it's something important, they should come down to my office and talk to me. I get a lot more information that way."

**Focus on problem-solving**—It's fine to search the Internet and scan magazine and newspaper articles, but you can physically control what lands in your in-box by not searching so much and then by searching only for what you need.

**Find a gatekeeper**—Develop closer contacts with trusted colleagues who can act as information agents. Who do you know who's knowledgeable in your field, whose opinion you value, and who can point you toward relevant information?

"If everyone located two or three such friends who can act as gatekeepers, it's amazing how much time and frustration they could save themselves," says Dr. Sussman.

**Try a screening agent**—Use artificial-information agents, such as e-mail newsletters, that automatically feed your e-mail box with topical information.

"Services like these are why Reader's Digest will never go out of circulation," says Dr. Sussman. "They scan a wide variety of news sources and deliver to you only those items containing key words of your choice."

**Use agents selectively**—Dr. Sussman has friends who rely on seven or more artificial agents. But rather than simplify their categorical use of information, all those agents make their jobs more complex, he says. Choose just one or two of these services – the ones that consistently send you the highest quality, most relevant information – and drop the others. ○

## How To Use Your EAP

When help is needed call the office location most convenient for you. The office coordinator will ask for your name, employer and a brief description of your presenting concern. If an emergency exists you will be given immediate assistance. If your situation is not an emergency, you will be offered telephone assistance and/or in-person sessions to complete an assessment and make a referral for treatment if needed.

Meetings with your counselor are completely confidential. Your employer will not know you have used the EAP. No one will be provided any information about you without your written consent. Exceptions would occur only in the event of you being considered dangerous to yourself or someone else.

At the first appointment you should be prepared to give the counselor some background information to assist in formulating an action plan. Many people find it helpful to prepare a list of things they wish to discuss at each session. ○



**PORTLAND:**  
503-639-3009

**SALEM:**  
503-588-0777

**CORVALLIS:**  
541-757-3013

If you live outside the Portland/Willamette Valley areas, call the toll free number listed below. You will be referred to a mental health provider in your area.

**1-800-433-2320**

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Please direct your questions or comments regarding this newsletter to this address:

EAP News Editor,  
c/o Cascade Centers, Inc.,  
7180 S.W. Fir Loop, Suite 1-A,  
Portland, Oregon 97223

or via email to:

[info@cascadecenter.com](mailto:info@cascadecenter.com)