

National Health Observances

August

American Adventures Month
Happiness Happens Month
National Win with Civility Month
What Will Your Legacy Be Month

Week of August 1-7

Simplify Your Life Week

Week of August 6-10

National Fraud Awareness Week

Week of August 5-11

Resurrect Romance Week

Week of August 25-31

Be Kind to Humankind Week

Week of August 27-31

National Be Safe at Home Week

September

Baby Safety Month
College Savings Month
National Alcohol & Drug Addiction
Recovery Month
National Child Injury Prevention Month
National Preparedness Month
Self Improvement Month

October

Domestic Violence Awareness Month
Emotional Intelligence Month
National Crime Prevention Month
National Depression Education &
Awareness Month

What is EAP?

The Employee Assistance Program (EAP) is a **FREE** and **CONFIDENTIAL** service that can assist you and your eligible family members with **ANY** personal concern, large or small.

Simplify Your Life Week - August 1 - 7

Keeping personal items, work, and events organized is key to living a balanced and productive life.

By organizing effectively, you will be better able to prioritize and plan, leaving more time to do the things that are important to you. Below are some tips and techniques that can help you establish an organization routine that will lead to a simpler and less stressful life at home.



Organize

- Take 15 minutes or more of each day to clean up.
- Write notes and reminders where you can see them: on the refrigerator or on the family calendar are two good places.
- Things don't have to be completely perfect. Do what you can, when you can.

Simplify

- Buy low-maintenance and durable clothing for the whole family. Try to avoid clothing that has to be frequently ironed or dry-cleaned.

- Put away appliances or electronics that are rarely used.
- Try to reserve one day a week for shopping and errands.

De-Clutter

- Have family members clean out rooms and closets, letting go of things they don't need. Donate these items to a charity.
- Talk to children about putting away toys and clothes and about chores. Let them know what they are responsible for.
- Sort through mail when you receive it. Make three piles: high priority, low priority, and junk mail.

Assign Tasks

- Assign work tasks to family members.
- Post chores on a family calendar or bulletin board.

Story continued on next page...

Want to Make Marriage Great? Communicate!

Ask any marriage counselor how to maintain a healthy relationship, and you're sure to hear two words repeated again and again: "Good communication."

But what do those two words actually mean?

According to Andrea Holmes, a therapist in Tampa, Fla., communicating effectively with your partner calls for much more than merely talking and listening.

"The goal of true communication is empathetic understanding," says Ms. Holmes. "Both partners must engage in 'active listening' and draw closer in an increasingly intimate relationship, while maintaining their individuality."

What's the best way for two partners to work at communicating better? Here are a few tips from the experts:

- Listen actively to what your partner is telling you by doing your best to imagine the situation he or she is describing.



- Don't try to fix your partner's problems with instant solutions. Quite often, you'll find that he or she doesn't really want a "solution" ... but only a chance to talk about some strong feelings and experience really being "heard."
- Are you and your partner finding it difficult to talk intimately because of job stress or the demands of raising kids? If so, you must make the effort to set aside time each week for personal sharing.

"It's an absolute necessity that you make time for each other," says Ms. Holmes. "You need to take a deep breath, step back, and start enjoying each other's company again!"

Krames Staywell

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Use Your Family Calendar

- A family calendar in a common place is a great way to keep the whole family organized. Write down celebrations, appointments, practices, and trips.
- Review the calendar daily and routinely.

Make Lists

- Make a list for shopping, traveling, and other activities. Check off things as you accomplish them.
- Try to make a daily to-do list. See if making a weekly or monthly to-do list helps you plan better.
- Keep a family wish-list.

Schedule Time Effectively

- Try to schedule family quiet time at least once a day.
- Be able to say "no" when necessary.
- Be constructive when you find an extra chunk of free time.

Stay Focused

- Revise long-term goals if necessary, and remind yourself what you have to do to accomplish the big things.
- Focus on accomplishing daily, weekly, and long-term goals. Use checklists and deadlines to avoid procrastination.

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