

Employee Newsletter



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Life and Workplace Solutions

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October is Breast Cancer Awareness Month

Some Do's when a coworker has breast cancer:

- **Acknowledge the situation.** Example: "I know this must be hard for you."
- **Express concern.** Example: "I'm sorry to hear that you're going through this."
- **Offer to listen.** Example: "If you would like to talk about it, I am here."
- **Offer assistance.** Example: "Please let me know if I can help."
- **Be open with your feelings.** Example: "I'm not sure what to say, but I want you to know I care."
- **Ask how the person feels.** (Rather than assuming you *know* how the person feels on any given day.) Example: "How are you doing?"

Some Don'ts:

- **Putting pressure on them.** It can sometimes overwhelm a person with cancer to hear statements like "You're so brave," or "You're too strong to let this beat you," or "Keep up a positive attitude." If they're afraid of appearing weak or vulnerable to you, they won't be able to communicate honestly.
- **Commenting on appearance.** Telling someone they look pale or look like they've lost weight is a good way to make them self-conscious or fearful – and if it's true, it's probably something they already know.
- **Sharing war stories.** You may know someone else who had cancer, but it's a mistake to think everyone's experience will be the same.
- **Offering unsolicited advice.** Telling people what to do when they don't ask for help is rarely a good idea, even if your intentions are the best.
- **Being patronizing or condescending.**
- **Being afraid to touch.** A hug or touch on the shoulder will help the person with cancer know you care and that you accept him or her.
- **Being ashamed of your own fears or uneasiness.**

Breast Cancer Affects Everyone

Breast cancer is a type of cancer where cells in the breast divide and grow without normal control. Between 50 and 75 percent of breast cancers begin in the ducts, 10 to 15 percent begin in the lobules and a few begin in other breast tissues.

Rates of breast cancer vary depending on who you are and where you live. Rates vary between women and men and among people of different ethnicities and ages. They vary around the world and across the United States.

In 2011, it is estimated that among U.S. women there will be 230,480 new cases of invasive breast cancer and 39,520 breast cancer deaths. Breast cancer in men is rare, but it does happen. In 2011, it is estimated that among U.S. men there will be 2,140 new cases of breast cancer and 450 breast cancer deaths.

As with any major illness, breast cancer can have far-reaching effects beyond the person who is diagnosed. Spouses and partners, family members and other loved ones (often called co-survivors) may feel many of the same emotions as the person diagnosed: shock, sadness, fear, anger and denial.

Co-survivors can be powerful sources of support through the process of diagnosis, treatment and recovery. At the same time, loved ones (especially spouses, partners and children) may also need social support themselves to help them get through the experience.

If the person with cancer happens to be a co-worker, or an employee, there are some additional issues to consider.

For instance, you may wonder how your work situation will be affected by a co-worker's diagnosis and treatment. Supervisors may wonder what they can do to best help the person while still getting the work done.

Also, there are issues of confidentiality and the possibility of recurrence in the future.

Resources:

www.komen.org

<http://www.cancer.org/Cancer/news/Features/when-someone-you-know-has-cancer>



Please remember to contact the EAP as soon as you become aware of an issue that may warrant counseling. We are here to serve you!

Adult ADHD



Resources

- http://helpguide.org/mental/adhd_add_adult_symptoms.htm
- <http://www.webmd.com/add-adhd/guide/adhd-adults?page=3>
- <http://www.adhdsupport.com/adhd-in-adults.aspx>
- http://www.medicinenet.com/adhd_in_adults/article.htm

Attention deficit disorder is not just a problem in children. If you were diagnosed with childhood ADD/ADHD, chances are, you've carried at least some of the symptoms into adulthood. It is now known that these symptoms continue into adulthood for about 60% of children with ADHD. That translates into 4% of the US adult population, or 8 million adults. But even if you were never diagnosed with ADD/ADHD as a child, that doesn't mean you can't be affected by it as an adult. However, few adults are identified or treated for adult ADHD. Below are some symptoms to look for:

Inattention

1. Often fails to give close attention to details or makes careless mistakes in school, schoolwork, work, or other activities
2. Often has difficulty sustaining attention during tasks or play activities
3. Often does not seem to listen when spoken to directly
4. Often does not follow through on instructions and fails to finish schoolwork, chores, or duties in the workplace (not due to oppositional behavior or failure to understand instructions)
5. Often has difficulty organizing tasks and activities
6. Often avoids, dislikes, or is reluctant to engage in tasks that require sustained mental effort (such as schoolwork or homework)
7. Often loses things necessary for tasks or activities (e.g., toys, school assignments, pencils, books, or tools)
8. Is often easily distracted by extraneous stimuli
9. Is often forgetful in daily activities

Hyperactivity

1. Often fidgets with hands or feet or squirms in seat
2. Often leaves seat in classroom or in other situations in which remaining seated is expected
3. Often runs about or climbs excessively in situations in which it is inappropriate (in adolescents or adults, may be limited to subjective feelings of restlessness)
4. Often has difficulty playing or engaging in leisure activities quietly
5. Is often "on the go" or often acts as if "driven by a motor"
6. Often talks excessively

Impulsivity

7. Often blurts out answers before questions have been completed
8. Often has difficulty awaiting turn
9. Often interrupts or intrudes on others (e.g., butts into conversations or games)

Here are ways to train yourself to overcome these problems or make them more manageable:

- **Take medications as directed.**
- **Organize yourself.** Train yourself to become more organized. Make lists of daily tasks (be reasonable!) and strive to complete them. Use a daily planner, leave notes for yourself and set your alarm clock when you need to remember an appointment or other activity.
- **Control impulsive behavior.** If you have a tendency to do things you later regret, such as interrupting or getting angry at others, manage the impulse by counting to 10 while breathing slowly instead of acting out. Usually the impulse will pass as quickly as it appeared.
- **Minimize distractions.**
- **Find constructive outlets for excess energy.**
- **Ask for help.** We all need help from time to time and it is important to not be afraid to ask for it when you need it. If you are having disruptive thoughts or behaviors, ask a counselor if they have any techniques that might help control them.