

Employee Signs and Symptoms

- Low productivity, carelessness, takes needless risks
- Poor concentration – deteriorating work habits
- Unexplained absenteeism, persistent tardiness, inappropriate use of FMLA, disregards consequences
- Interpersonal problems on the job – inability to get along with co-workers / supervisors
- Outbursts, anger management issues and/or aggression
- Avoidance and isolating at work (i.e. excessively long lunch break(s))
- Higher than average accident rate and Worker’s Compensation claims
- Inconsistent work quality, frequent mistakes, blames others for poor performance
- Inappropriate conversation about personal problems at work, unpaid loans from co-workers
- Conduct unbecoming of an employee
- Off-duty Conduct: DUI, Domestic Abuse, Other Arrests

Is this member presenting with 3 or more of the *Employee Signs and Symptoms*?

Job Stress Impact Questionnaire

Rate yourself as to how you react to each of the situations listed below

Scoring: 4 = Always 3 = Frequently 2 = Sometimes 1 = VERY rarely

1. Do you try to do as much as possible in the least amount of time? _____
2. Do you become impatient with delays or interruptions? _____
3. Do you always have to win at games to enjoy yourself? _____
4. Are you unlikely to ask for help with a problem? _____
5. Do you constantly seek the admiration and respect of others? _____
6. Are you overly critical of the way others do their work? _____
7. Do you have the habit of often looking at the clock/your watch? _____
8. Do you constantly strive to better your position/increase your achievements? _____
9. Do you spread yourself too thin? _____
10. Do you multi-task on a regular basis? _____
11. Do you get angry/irritable frequently? _____
12. Do you have little time for hobbies? _____
13. Do you have little time for exercise? _____
14. Do you have a tendency to talk quickly? _____
15. Do you consider yourself to be "driven"? _____
16. Are you anxious about deadlines in your job? _____
17. Do you feel guilty when you relax? _____
18. Do you find yourself getting upset by trivial things? _____
19. Do you fail to reply upon your network of relatives and acquaintances? _____
20. Are you unable to organize/manage your time effectively? _____

If you score 51 or higher for job stress, you may qualify for additional job protection. Contact our office at 888-828-7826 for a confidential consultation and confirm that you have taken this *Stress Impact Study for Case Review*

Total Score _____

CONFIDENTIALITY A MUST

On May 9, 2011 New Jersey adopted into law Chapter 69, the nation's strongest statute dealing with employee assistance programs (EAP). Today, all public employees, their spouse, civil union or domestic partner, an unmarried child of the employee who is less than 31 years of age and lives with the employee in a regular parent-child relationship is eligible for EAP assistance to resolve problems; which may affect the employees work performance irrespective of whether the problems originate on the job. These problems include but are not limited to, marital and family problems, emotional, substance abuse, gambling, financial, and medical problems.

Under the statute, no New Jersey public employer can take any disciplinary action against employees or a dependent of an employee if they are participants in an EAP. The law also extends the requirement of confidentiality shall apply to all information related to the employees assistance program, including but not limited to any statements, materials, documents, evaluations, impressions, conclusions, findings or acts taken in the course of the EAP. This law now extends into New Jersey greater standards than are currently covered by federal guidelines.

The law was drafted by Wayne Dibofsky the Director of Member Services for HealthCare Assistance with Member Support. If you are interested in hearing how this legislation can help your members please contact Wayne at 1-888-828-7826 or 908-513-9946.

[www.union support.org](http://www.union-support.org)

Workplace Stress Impact Study

Case Review

In order to evaluate the level of stress your members are experiencing both while on the job and/or off-duty, the following tools can be used as a gauge to determine whether they would qualify as having a stress-related medical condition. Please follow the steps below to complete these tools and then call your union’s EAP for consultation.

Step #1	Step #2	Step #3
<p>As the union member’s representative who is considering how to defend a member in progressive discipline, ask yourself:</p> <p>Are the <i>Employee Signs and Symptoms</i> (page 2) presenting themselves on the job (and/or off-duty conduct) leading to further discipline?</p>	<p>If a member is presenting with 3 or more of the <i>Employee Signs and Symptoms</i>, additional steps can be taken</p> <p>Provide the stress impact study (page 3) to the member you are representing</p>	<p>If a member scores 51 or higher on the study, contact your union’s EAP for a confidential consultation</p> <p>HCAMS will review the member’s case to determine if the member qualifies for additional job protection under state and federal laws</p>

Your Single Point of Contact for Members Experiencing Stress



888-828-7826



contact@memberassistance.us
www.unionsupport.org