



IS IT YOUR BUSINESS ? ENABLING BEHAVIORS

I hear from other staff that one of my very sharp technicians on our set-up team is a daily regular at the bar. His work is high quality, but occasionally he makes promises, doesn't keep them and then is quick to blame others. I think he simply drinks too much.

An employee's decision to drink is that individual's personal business until the use or abuse of alcohol interferes with the employee's ability to perform his or her duties. Proper performance of duties, safety and employee conduct require supervisory involvement. Your role is not to diagnose the

problem. Your responsibility is to deal promptly with performance or conduct problems. Most often first clues of alcohol abuse will be attendance issues or failure to deliver on promises resulting in a pattern of complaints from others. Alcohol abuse impacts work performance, conduct, productive relationships and attendance. In many cases you may or may not suspect that there is an alcohol problem. In other cases, you may know, either because the employee admits to being an alcoholic, or the problem is self-evident when intoxication is observed first hand. No matter what you suspect, it is important to immediately hold the

employee accountable as per workplace goals and policies. Be ready to refer the employee to the EAP and take corrective action. The most effective way to get persons struggling with chemical abuse issues to deal with their problem is to insure the individual faces consequences! Making sure an employee recognizes their job is on the line may be the kindest (not necessarily the nicest) thing you can do when life is out of control due to chemicals. Educate yourself and obtain proactive consultation with your HR department or EAP! Delaying a supervisory response to unacceptable behavior or performance is enabling behavior.

Leadership Orientation Session B Watch for Upcoming Classes!

CONTACT US TODAY:

Please contact our office by calling 800-779-6125 or e-mailing Joy (joy@connectionseap.com) for more information or register online at:

www.connectionseap.com

ATTENTION: SUPERVISORS, MANAGERS, ADMINISTRATORS:

Session A: "Leadership Orientation to the EAP", is always available on the website - for new leadership employees or as a refresher course.

Each employer has their own unique user name and password for the leadership section and also a username and password for the employee section. Please check your wallet cards or contact your HR department for your username and password.

Website Information – Webinars, skill builders, articles and much more are available in the Work/Life Services site. Log in on Connections website, and you will find this site in the drop down menus under Employee or Leadership Resources. (To access webinars, continue to scroll down on the Work/Life Services opening page. All webinars are archived for later viewing.)

Information provided in this newsletter is for general information purposes only and is not intended to be specific guidance for any particular supervisor or human resource management concern. For specific guidance on handling individual employee concerns, consult with an EAP counselor.

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