



## PREVENT RECURRENCE, IT'S YOUR JOB

**A supervisor whom I supervise reportedly grabbed an employee by the arm and yanked on him during an argument recently. The employee who reported it to me says he is no longer upset. I think it was a one-time event. Should I respond?**

Investigate the incident carefully, but do so in accordance with any relevant organization policy. You should assume that, because the employee was upset enough to tell you about it, it is your business to deal with it. Many employees, particularly those who have been sexually harassed, respond the same way to avoid “making waves.” Fears of retaliation especially by staff in higher positions are realistic in almost every environment and often behavior like this goes ‘underground’ because of those fears.

The behavior you describe, particularly perpetrated by a supervisor creates jeopardy for the organization because it is unwelcome physical contact that could be

considered hostile to a reasonable person. It is likely this behavior would be considered an assault in many situations. You now have an important role in preventing its recurrence. Consultation with trusted HR, higher management staff and your EAP professionals is important. An EAP referral for this supervisor is appropriate. The EAP can help the supervisor gain better control of his emotions and behavior. Suggesting the EAP to the employee would also be a good idea because such an event can be traumatic. Your reliable follow-thru and genuine concern will contribute to an atmosphere of integrity and trust!



### 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](http://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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