



DEALING WITH POOR EMPLOYEE BEHAVIORS

Can I refer an employee to the EAP for acting “immature”? By immature I mean demonstrating behaviors that are more like those of a teenager! He demands his own way, does not seem to recognize or put the needs of the team first. This employee must change!



Leadership Orientation Training - Session B

Watch for up coming classes.

CONTACT US TODAY:

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

www.connectionseap.com

Since “immaturity” is difficult to measure, it becomes important to be specific and clearly describe the specific objectionable behavior in a corrective interview. Be clear that...

- This precise behavior must stop.
- Here is how you will measure whether change happens.
- This employee’s behavior changes or failures to change will determine whether further workplace disciplinary action occurs.
- You will (or will not) make a formal referral to the EAP if nothing changes.

- Restate again the unacceptable behavior and identify documenting both the problem and the individual’s responses.

Rely on the EAP and/or your human resources advisor for help in how to construct useful documentation. You are more likely to see the changes you want, sometimes with an EAP referral and possibly without ever needing to make a referral.

Written by: Andy Visser

ATTENTION: SUPERVISORS, MANAGERS, ADMINISTRATORS:

Session A: “Leadership Orientation to the EAP”, is always available on the website. Please check your wallet cards or contact your HR department for your username and password.

Website Information – Webinars are available in the Work/Life Services site. Log in on Connections website go to Employee or Leadership Resources tab to access webinars, continue to scroll down on the Work/Life Services opening page. (All webinars are archived for later viewing.)

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