Frontlinefocus

EAP
OHIO EMPLOYEE ASSISTANCE PROGRAM

October 2013 | HELPING AND SUPPORTING YOU TO LIVE WELL AND SERVE WELL...

Editor's Note:

Thank you for your continued interest, support and feedback on the "Frontline Focus," the Ohio Employee Assistance Program (OEAP) newsletter.

We are excited about a new service that will be launched in early 2014 and pledge to continue offering the professional care and quality service that state employees have come to experience from OEAP. In addition, "Frontline Focus" will have a new look in the New Year. We are presenting you with an expanded edition for October 2013. The content focuses on two timely and important topics: alcoholism and disability employment awareness.

You'll notice some changes to our newsletter as we move into 2014 – namely a greater focus on more in-depth stories about issues that support the OEAP mission that helps you resolve personal and work-related problems, and … enhance the emotional, mental health and overall productivity of employees.

We look forward to continuing to serve you.

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Understanding Alcoholism

Alcoholism affects people of all ages, races and economic levels. Excessive use can lead to psychological, social, work, financial, legal, and physical problems. Driving while intoxicated (DWI) can lead to deaths or jail. It takes strength and support to stop and live in recovery. Get resources to help yourself or a loved one. Alcoholism hurts the drinker and those around him or her.

This edition of the "Frontline Focus" newsletter will provide you with information about alcoholism and how it may affect your family, loved ones and colleagues.

If you have questions about alcoholism or would like a referral for assistance, contact the Ohio Employee Assistance program at 1.800.221.6327 for more information. All inquiries are confidential.

Alcohol Abuse and Dependence

What are alcohol abuse and alcohol dependence?

Alcohol abuse means having unhealthy or dangerous drinking habits, such as drinking every day or drinking too much at a time. Alcohol abuse can harm your relationships, cause you to miss work, and lead to legal problems such as driving while drunk (intoxicated). When you abuse alcohol, you could continue to drink even though you know your drinking is causing problems.

If you continue to abuse alcohol, it can lead to alcohol dependence. Alcohol dependence is also called alcoholism. You are physically or mentally addicted to alcohol. You have a strong need, or craving, to drink. You feel like you must drink just to get by.

Signs of alcohol dependence or addiction

- You cannot quit drinking or control how much you drink.
- You need to drink more to get the same effect.

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- You have withdrawal symptoms when you stop drinking. These include feeling sick to your stomach, sweating, shakiness, and anxiety.
- You spend a lot of time drinking and recovering.
- You have given up other activities so you can drink.
- You keep drinking even though it harms your relationships and causes health problems.

Signs of alcohol abuse

- You have problems at work or school because of your drinking, such as being late or not going at all.
- You drink in risky situations, such as before or while driving a car.
- After drinking, you can't remember what happened while you were drinking (blackouts).
- You have legal problems because of your drinking, such as being arrested for harming someone or driving while drunk (intoxicated).
- You get hurt or you hurt someone else when you are drinking.
- You keep drinking even though you have health problems that are caused or made worse by alcohol use, such as liver disease (cirrhosis).
- Your friends or family members are worried about your drinking.

Other signs include:

- You drink in the morning, are often drunk for long periods of time, or drink alone.
- You change what you drink, such as switching from beer to wine because you think that doing this will help you drink less or keep you from getting drunk.
- You feel guilty after drinking.
- You make excuses for your drinking or do things to hide your drinking, such as buying alcohol at different stores.
- You worry that you won't get enough alcohol for an evening or weekend.
- You have physical signs of alcohol dependence such as weight loss, a sore of upset stomach (gastritis), or redness of the nose and cheeks.

Alcoholism is a long-term (chronic) disease. It's not a weakness or a lack of willpower. Like many other diseases, it has a course that can be predicted, has known symptoms, and is influenced by your genes and your life situation.

Source: http://www.webmd.com/mental-health/alcohol-abuse/alcohol-abuse-and-dependence-topic-overview?page=2

Recovery

Recovery from alcohol abuse or dependence means finding a way to stay sober while changing your attitudes and behaviors. You may need to work to restore relationships with your family and friends and people at your job or school. You can find meaning and happiness in a healthy lifestyle that doesn't include alcohol.

Recovery is not a cure. It is a lifelong process. It begins in treatment, but it doesn't end when your treatment ends. There are 10 principles of recovery that can help you reach your goals and learn new things to help yourself. They help you gain self-confidence and respect for yourself. They make clear that you're in charge of your recovery. How far you go is up to you.

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10 Principles of Recovery

Recovery means finding your path to a meaningful life. It puts you in control of your life and helps you gain self-confidence and respect for yourself. You can use recovery for substance abuse and mental health problems such as post-traumatic stress disorder (PTSD). There are 10 principles of recovery. Place this list where you will see it every day.

1. Your recovery is self-directed. You find your way to recovery through personal control, good decision-making, and independence. The choices you make are yours and yours alone.
2. Your path is based on your personal needs, likes, and experiences. If you see your recovery as a lifetime journey, you'll be able to find the best physical and mental health.
3. Your recovery empowers you. You're the only person who can turn your decisions into actions.
4. Your recovery includes your mental, physical, and spiritual needs. It includes your family, friends, job, and community.
5. Your recovery will have ups and downs. It's not a step-by-step process. It's a lifetime process where you grow and build on your setbacks.
6. Your recovery is based on your ability to bounce back, cope, and make use of other talents. Value yourself and build on these strengths.
7. Your recovery includes support from others. Make friends and build relationships. Join groups where you can help others and find purpose for yourself.
8. Your recovery lets you respect yourself. Believe in yourself and meet your goals. Accept and take pride in what you can do.
9. Your recovery shows that you take responsibility for yourself. Find the courage to work toward your goals.
10. Your recovery gives you hope. You can overcome your problems.

Adapted from U.S. Department of Health and Human Services (2006). National Consensus Statement on Mental Health Recovery. Available online: *http://store.samhsa.gov/shin/content//SMA05-4129/SMA05-4129.pdf.*

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Opportunities for Ohioans with Disabilities

Finding a Job Should Be About ABILITY

The former Ohio Rehabilitation Services Commission has changed its name to Opportunities for Ohioans with Disabilities (OOD). The agency mission continues – assisting individuals with disabilities to live independently, gain meaningful employment or receive disability benefits.

If you or someone you know wants to work but are having trouble because of a disability, you may qualify for vocational rehabilitation services from the OOD.

What is vocational rehabilitation?

Vocational rehabilitation provides direct, personalized services to help people with disabilities obtain or retain jobs. The vocational rehabilitation counselor works with you on a one-on-one basis to plan an individualized program leading to gainful employment.

Professionals Ready to Serve

Ohioans with disabilities who want to work can rely on one of two OOD bureaus:

- **Bureau of Vocational Rehabilitation** assists people with physical, mental and emotional disabilities through vocational rehabilitation and other services.

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- **Bureau of Services for the Visually Impaired** assists with vocational rehabilitation and other services for Ohioans who are blind or have a visual impairment. OOD partners with a statewide network of community rehabilitation providers. These professionals may assist you in:
  - Acquiring personal habits, attitudes and skills (including social skills) to function effectively on the job;
  - Increasing your work tolerance;
  - Developing work habits and better understanding the work world;
  - Learning ways to adjust for loss of a bodily or sensory function such as mobility or sight;
  - Job placement, resume development and practice interviews.

How to Apply

An application can be submitted by telephone, email, fax or by visiting the nearest OOD regional office. Offices you can call to have a counselor assigned to you. You can also call the OOD headquarters in Columbus toll-free at 800. 282. 4536.

Application information should include the applicant's name, address, age, nature of disability, Social Security number, sex, referral source and, if needed, directions to the home.

Eligibility Determination

After an application is completed, an interview is set up between you and a counselor. A friend

or family member may accompany you. A counselor talks with you about career plans, your work history, education, disability and the services necessary to reach an employment goal.

- Eligibility is based on three factors:
- You have a physical or mental impairment which causes or results in a substantial
- impediment to employment;
- You can benefit from services that lead to employment; and
- You require vocational rehabilitation services to prepare for, secure, retain or regain employment.

Eligibility Interview

If possible, bring reports (medical, psychological, etc.) related to your disability, from people who have previously provided services to you. If you are receiving Social Security benefits, please bring the letter you received from the Social Security Administration. These help your counselor determine your eligibility for OOD services. OOD may also require medical or psychological examinations, vocational testing, additional documents and the assistance of other professionals to determine eligibility.

To speed up the eligibility process, urge hospitals, physicians and social service agencies to respond quickly to OOD information requests. Service is available to any eligible person with a disability living in Ohio, including foreign persons with visas that do not prohibit work.

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Communicating With and About People with Disabilities

About 50 million Americans report having a disability. Most American will experience a disability some time during the course of their lives. Disabilities can affect people in different ways, even when one person has the same type of disability as another person. Some disabilities may be hidden or not easy to see.

October is Disability Employment Awareness month. Whether you work with or know someone who has a disability, knowing "people first" language can help you to better communicate.

People First Language

People first language is used to speak appropriately and respectfully about an individual with a disability. People first language emphasizes the person first not the disability. For example, when referring to a person with a disability, refer to the person first by using phrases such as: "a person who …", "a person with …" or, "person who has …"

Here are suggestions on how to communicate with and about people with disabilities:

People First Language	Language to Avoid
People with a disability	The disabled, handicapped
People without a disability	Normal person, healthy person
Person with an intellectual cognitive, developmental disability	Retarded, slow, simple, moronic, defective or retarded, afflicted, special person
Person with an emotional or behavioral disability, person with a mental health or a psychiatric disability	Insane, crazy, psycho, maniac, nuts
Person who is hard of hearing	Hearing impaired, suffers a hearing loss
Person who is deaf	Deaf and dumb, mute
Person who is blind/visually impaired	The blind
Person who has a communication disorder, is unable to speak, or uses a device to speak	Mute, dumb
Person who uses a wheelchair	Confined or restricted to a wheelchair, wheelchair bound
Person with a physical disability, physically disabled	Crippled, lame, deformed, invalid, spastic
Person with autism	Autistic
Person with epilepsy or seizure disorder	Epileptic
Person with multiple sclerosis	Afflicted by MS
Person with cerebral palsy	CP victim
Accessible parking or bathrooms	Handicapped parking or bathroom
Person of short stature	Midget
Person with a congenital disability	Birth defect
Person with Down syndrome	Mongoloid
Person who is successful, productive	Has overcome his/her disability, is courageous

Source: Center for Disease Control: http://www.cdc.gov/ncbddd/disabilityandhealth/pdf/DisabilityPoster_Photos.pdf

Your employee assistance program offers confidential help for personal problems and concerns. Concerned about a troubled family member who won't get help? Feel tired and exhausted, but don't know if it's burnout, loss of motivation, depression, or all three? Late for work too often? Has use of alcohol or drugs created a crisis you are facing right now? The bottom line: Never wonder if your concern is suitable of the OEAP. So, if you've been putting off taking action to solve a serious issue that is weighing on you, give the OEAP a call today.

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If you are denied services, your counselor will explain the appeal process. After a consumer is determined eligible, an order of selection decision is made. Those who meet the criteria for a significant disability are given priority, if there is a waiting list for services.

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Follow Up

OOD follows up to ensure that you are successful and that both you and the employer are satisfied. If so, your case will be closed. Additional OOD services can be provided later, if needed.

Other OOD Services

Business Enterprise Program empowers people who are legally blind to become self-employed managers of food service facilities.

Community Centers for the Deaf provide interpreter services, counseling, advocacy, referral aid and other assistance to people who are deaf or have hearing impairments.

Independent Living Centers helps people with significant disabilities function independently in their communities and be employed.

Ohio's Brain Injury Program was created in 1990 to promote the return of each person with a head injury to a participatory and productive role in society.

Personal Care Assistance helps people with severe disabilities perform activities of daily living.

Rehabilitation technology is provided to modify equipment, a task or workplace to meet the needs of eligible individuals.

Services for young adults (transition youths) involve OOD collaborations with schools and other agencies to help youths with severe disabilities cross the bridge from secondary school to employment, higher education and independence.

Supported Employment offers people with severe disabilities an opportunity to work in their communities and become self-reliant.

Source:
http://ood.ohio.gov/docs/internet-documents/s-1-for-internet-final-8-11.pdf?sfvrsn=2