

HEALTH FOCUS

1-855-806-8550 AVAILABLE 24/7

reception@optimaglobalhealth.com

031213

Order
print materials at:
assumption.ca

HEALTH FOCUS

Guide for managers and union representatives

GUIDE



Assumption Life

The **HEALTH FOCUS** service offers each referred individual six hours of counselling by telephone, in person or online. Reasons for counselling may be physical, psychological, legal or financial. As a manager or union representative, only you can refer someone to the **HEALTH FOCUS** support service. This guide contains advice to help you identify an employee or colleague who is having difficulties as well as the resources that are available to you.

How can you determine whether an employee is at risk of absenteeism?

Pay attention to certain signs such as:

- Fatigue
- Motivation problems
- Tense interpersonal relationships
- Unusual variations in weight and/or mood
- Disinterest

If you notice one or several of these signs, or any other unusual change in behaviour, quickly schedule a meeting with the employee or colleague and refer him or her for professional help.

Intervention in a crisis situation

In addition to individual difficulties, organizations may be faced with disturbing events that have an impact on employees, work teams or even the organization as a whole.

In less than an hour, you'll receive all the telephone support you need. In situations requiring on-site intervention, a specialized agent will be there in less than 12 hours.

Several resources are available!

- Consult our online video clips—they provide information about healthy management practices.
- Contact our telephone coaching service for support (unlimited hours).
- Keep the reference cards handy to refer the person having difficulties to the appropriate support service.

Our specialists make sure interventions remain confidential. They are trained to offer all the necessary support to promote health and well-being in the workplace.