

# Ft Irwin EAP Newsletter

## Child Abuse & Reporting

In light of the high profile cases covered in the media, I decided to include child abuse and reporting in this issue. Child abuse and neglect occurs when a child is mistreated, resulting in injury or risk of harm. Abuse can be physical, verbal, emotional or sexual. Physical abuse is defined as non-accidental physical trauma or injury inflicted by a parent or caretaker on a child. It also includes a parent's or caretaker's failure to protect a child from another person who perpetrated physical abuse on a child. Physical Neglect is defined, as the failure to provide for a child's physical survival needs to the extent that there is

harm or risk of harm to the child's health or safety. This may include, but is not limited to abandonment, lack of supervision, life endangering physical hygiene, lack of adequate nutrition that places the child below the normal growth curve, lack of shelter, lack of medical or dental care that results in health threatening conditions, and the inability to meet the basic clothing needs of a child. Sexual abuse includes penetration or external touching of a child's intimate parts, oral sex with a child, indecent exposure or any other sexual act performed in a child's presence for sexual gratification, sexual use of a

child for prostitution, and the manufacturing of child pornography. Child sexual abuse is also the willful failure of a parent to stop child sexual abuse by another person. Emotional abuse includes verbal assaults, ignoring and indifference or constant family conflict.

**Anyone** can report child abuse. In addition, anyone whose duties require direct contact and supervision of children are **mandated reporters**. If you suspect child abuse please call the San Bernardino County 24 Hr hotline at: **1-800-827-8724**.

**SB County Dept of Children & Family Services**

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### Special points of interest:

- Employee Annual ASAP Training: 12.5.11, 0830-1030, Bldg 573
- Supervisor Annual ASAP Training: 12.13.11, 0830-1030, Bldg 573
- Monday December 26-Holiday, ASAP is Closed
- Monday January 2, 2012, Holiday, ASAP is Closed
- In accordance with AR 600-85, all civilians will have a minimum of 2 hours of alcohol and other drug awareness training per year.

## Holiday Tree Lighting Ceremonies

If you live in the Victor Valley area, here are the dates and times of the cities' Christmas tree lighting ceremonies.

**Adelanto:** December 14, 7pm at Adelanto City Hall. Call 760-246-2300 for more info. **Apple Valley:** Winter

Wonderland and tree lighting: Dec 3, 2-6 pm at the Civic Center Park. Call 760.240.7000 ext 7071 for more information.

**Barstow:** Christmas Festival of Lights at the College: Dec 6, 4-7 pm. For more info call

760-252-2411 ext 7350.

**Hesperia:** Dec 1, 4:30 pm at the Hesperia Civic Plaza Park. Call 760-244-5488 for more information. **Lucerne Valley:** Dec 2, at Strawberry Peak. Call 760-248-7215 for more information.

## Drug Free Work Place

The Drug Free Work Place Act of 1988 requires federal government agencies to maintain a drug free work place. Unlawful manufacturing, distribution, dispensing, possession or use of controlled substances are illegal in the work place. Under the Drug Free Workplace Act of 1988, Dept of the Army (DA) civilians who are in Testing Designated Positions (TDPs) are subject to applicant testing (pre-employment) and random drug testing. All DA civilian employees are subject to accident or unsafe practice testing,

follow-up testing (completing rehabilitation and/or are enrolled in rehabilitation for illegal drug use), and reasonable suspicion. Reasonable suspicion testing for non TDPs is done when there is a reasonable suspicion of on duty use or on duty impairment. DA civilians in TDPs, are subject to reasonable suspicion testing when there is a reasonable suspicion that an employee uses illegal drugs whether on or off duty. Another category of testing is voluntary testing. Voluntary testing is available for employees to demonstrate their commitment to the Army's goal of a

drug free work place and to set the example for other Federal/DA civilian employees.

**DA Pam 600-85**



## How to Avoid Office Gossip

Love it or loath it, office gossip is a universal phenomenon that affects all workplaces from the top to the bottom. Office gossip is something that has been tolerated by employers and managers for a long time, more often than not many have participated in it.

Although gossip is rife across many industries, there are particular environments where it tends to flourish: Where there is a lack of trust between management and employees; where communication between management and employees is poor; where management

holds little credibility amongst employees; where employees are bored and have little to do; in high tensioned workplaces where management and employees are often in disagreement.

How to deal with the problem. Good leaders communicate—keep staff abreast of all issues that may affect them; hold regular meetings where issues may be discussed openly by management and staff openly, and develop a system where information is accessible by all. Effectively deal with complaints—gossip seems to stem from them; Develop a policy on

office gossip; Lead and they shall follow— as a leader don't participate in the office gossip or rumor mill; Assess the nature of the gossip— if the gossip is dangerous to another individual's character, the issue will need to be addressed immediately. Gossip exists worldwide. Although it cannot be eliminated, using the above information can try and minimize gossip and make the workplace more productive.

**R.L. Hanlon**

## New Year's Resolution

Over the last few years, I have not made any New Year's resolutions. Why? Because in less than three weeks, I had already abandoned my commitments. I'm sure many of you have had the same experience. "I'm going to lose weight", "I'm going to give up (insert bad habit here)", etc, etc.

I've decided this coming year I'm going

to try again. But this time I have only one, to be a better person. I'm going to do my best to be more cognizant of my relationships with people. I will do this by being available, being positive and remembering all of the blessings in my life. Most of those blessings are the people in my life. All of my special memories are not of the material things, but of the wonderful people I have known and

shared those times with. I wish you a safe and Happy New Year!! Valencia



## 10 Tips to Beat the Holiday Blues

Here are some tools to get through the holiday season happily, as well as ways to prevent problems and misery for yourself and your loved ones. 1. Be reasonable with your schedule. Do not overbook yourself into a state of exhaustion—this makes people cranky, irritable, and depressed. 2. Decide upon your priorities and stick to them. 3. Remember, no matter what our plans, the holidays do not automatically take away feelings of aloneness, sadness, frustration, anger, and fear. 4. Be careful about resentments related to holidays past. Declare

an amnesty with whichever family member or friend you are feeling past resentments. Do not feel it is helpful or intimate to tell your relative every resentment on your laundry list of grievances. Don't let your relative do that to you, either. 5. don't expect the holidays to be just as they were when you were a child. They NEVER are. YOU are not the same as when you were a child, and no one else in the family is either. 6. Feeling like you are under scheduled or under planned for the holidays? Volunteer to serve holiday dinner at a homeless shelter. Work

with any number of groups that help underprivileged or hospitalized children at the holidays. There are many, many opportunities for doing community service. No one can be depressed when they are doing community service. (Article continued below)



Make time for yourself

## This and That



"Ms. Jennings, have you seen my 'ORGANIZATION IS THE KEY TO SUCCESS' poster?"



"If you could just email me the faxes of the photocopies of the transcripts of the fifteen phone messages in question, that would probably be the simplest."



"I have a theory about your insomnia..."

## 10 Tips to beat the Holiday Blues, cont'd

7. Plan unstructured, low-cost fun holiday activities: window-shop and look at the holiday decorations. Look at people's Christmas lighting on their homes, take a trip to the countryside, etc.—the opportunities are endless. 8. If you drink, do not let the holidays become a reason for over-indulging and hangovers. This will exacerbate your depression and anxiety. Contrary to popular opinion, alcohol is a de-

pressant. ALCOHOL IS A DEPRESSANT. People with depression shouldn't drink alcohol, says Sherry Rodgers in her 1997 book on "Depression". 9. Give yourself a break, create time for yourself to do the things YOU love and need to do for your physical and mental wellness: aerobic exercise, yoga, massage, spiritual practices, taking long walks or any activity that calms you and gives you a better

perspective on what is important in your life. 10. Most of all, if you find yourself feeling blue just remember: The choice is always yours: The sky is partly sunny, and the glass is half full and revel in our gratitude for our bounty, health, hope, and courage to face each day with hope and determination.

Michael Sichel, LCSW

## Ft Irwin Employee Assistance Program

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Email: Valencia.barnes@us.army.mil

**Valencia R. Barnes, EAPC**

**Happy Holidays!!**

Basic EAP services include free, voluntary, short term counseling and referral for various issues affecting employee mental and emotional well-being, such as alcohol and other substance abuse, stress, grief and family problems, and psychological disorders. EAP counselors also work in a consultative role with managers and supervisors to help address employee and organizational challenges and needs. EAP services are available to DA Civilians including NAF/AF and their family members, military dependents, military retirees and their family members.

## Managing The Stress of An Exciting Life - How Much Stress Is Too Much?

How can you tell when your stress level has become too much—before things are overwhelming? Symptoms are different for everyone, but some common signs that you've had too much excitement and need to slow down include:

- Lack of Enjoyment
- Sleep Problems
- Exhaustion
- Impatience or edginess

If ignored, stress symptoms can get more serious and difficult to deal with. The tricky part of managing stress is that, when dealing with stressful events that are enjoyable—the 'good' stress—you may not always notice how stressed you feel until you experience the more serious stress symptoms, or until you feel overwhelmed. This tends to happen particularly often to people with "Type A personalities, over-achievers, and self-

described 'adrenaline junkies'.

Because everyone's early warning signals are different, it's important to get in touch with your own response to stress overload, and pay attention so you can notice the toll that stress is taking so you can focus on managing stress before things get to be too much. A good way to stay connected with yourself and reduce stress at the same time is to maintain a daily journal, or practice regular meditation, both of which are excellent stress relievers that carry many other health benefits as well.

**From Elizabeth Scott, M.S.,  
Stress Management Newsletter**

