



February 2015



Work Stress Remedies

Stress can make it harder for you to do your job - and enjoy it - but learning how to cope well can make your life easier:

Set realistic goals and priorities: Accept that some things are simply out of your control.

Challenge any negative thoughts or beliefs that contribute to your distress.

Block off time for projects that require extra focus so you can work without interruption.

Be assertive, not aggressive. State your requests or feelings without becoming critical, defensive or passive.

Take care of your health. That means balanced meals and snacks and adequate exercise and sleep. Spend non-work time on favorite activities with people you enjoy. Don't rely on alcohol, drugs or junk food to manage your moods.

Need help with any of the above goals?
Contact Horizon Health EAP at
1-888-272-7252.



City Events

Approaches to Decision Making

Thursday, February 5

12 noon - 1:00 pm

Login: See future flyer

Webinar

How do I Catch-Up Challenge – Deferred Compensation

Wednesday, February 11

12 noon - 12:45 pm

SMT 4080

How do I Catch-Up Challenge – Deferred Compensation

Tuesday, February 17

12 noon - 12:45 pm

SMT 4080

Free Blood Pressure Screening

Wednesday, February 18

Stop by between 10:30 am & 1:30 pm

SMT 4096

Estate Planning: Wills and Trusts

Thursday, February 26

12 noon - 1:00 pm

SMT 4050

Love Your Heart

Give a special gift to yourself or someone you love by quitting tobacco.

Call 1-866-QUIT-4-LIFE (1-866-784-8454), or log on to www.quitnow.net for details.



Heart Felt Advice

It's possible to prevent heart disease. The CDC has tied 80% of deaths caused by heart disease to 6 preventable conditions: obesity, smoking, inactivity, high blood pressure, unhealthy cholesterol and diabetes. Use the following self-assessment to review all the positive choices you can make for your heart.

- I keep my waist circumference below 35 inches (women) or below 40 inches (men).
- I don't smoke (or, I'm ready to sign up for Quit for Life at 1-866-784-8454).
- I get at least 30 minutes of cardio exercise 5 days a week, and 2-3 strength training workouts.
- I make heart-healthy food choices (low-fat, at least 2 cups fruits and 2.5 cups veggies daily).
- I schedule routine medical checks (blood pressure, cholesterol, triglycerides, blood sugar).
- I limit alcohol to 1 drink a day (women) or 2 drinks a day (men).

Scoring: If you answered yes to at least 4 questions, well done. If you've got changes to make, focus on 1 at a time, starting now!

News and Notes

- Need to update your **beneficiaries**? Go to Employee Self-Service for:
 - Life insurance
 - AD&D
 See your HR/Benefits representative for:
 - Sick leave
 - Retirement
 - Deferred Compensation
- File any remaining **2014 health FSA claims** by March 31, 2015 with Flex-Plan Services.
- You may **carry over** up to \$500 in unreimbursed 2014 health FSA funds if it results in a minimum balance of \$120 in 2015.



The carry over amount is calculated after all reimbursement claims have been processed, in mid-April, 2015.



Interested in working towards a healthy weight? Get City pricing for all Weight Watchers solutions. Enroll at wellness.weightwatchers.com with Employer ID: 62344, Employer Passcode: WW62344.

Contact a meeting coordinator below for information about At-Work meetings:

Day	Start Time	Location	Contact
Mon	11:45 am	SMT 1600	Sonja Lalor: 233-0011
Thur	11:45 am	SMT 1600	Benefits Unit: 615-1340

General Information

Take Charge! is a general guide to health benefits and healthy behavior. Contact your health care professional with your specific health care concerns.