

EAP CONNECTION

July 2021



**Employee
Assistance
Program**

CONFIDENTIAL assessment and referral services for NYS employees and their families at no cost

Contact your EAP Coordinator

or call 1-800-822-0244

goer.ny.gov/employee-assistance-program

Positive Workplace Relationships

Having healthy relationships with your co-workers can increase productivity, enhance teamwork, and improve morale.

The following are suggestions to promote positive relationships in the workplace, and make your job more enjoyable and productive:

- Practice open communication (give clear messages and actively listen)
- Focus on the positive (successes, ways of making things better)
- Respect differences in attitude, judgment, and ability
- Show gratitude (say thank you)
- Maintain healthy boundaries (respect your co-worker's time and workspace)
- Avoid office gossip
- Be aware of how your behavior affects others
- Take responsibility for your actions and apologize when necessary



For additional information about positive workplace relationships, as well as other issues, contact your agency's EAP coordinator found at [coordinator listing](#) or call 1-800-822-0244.



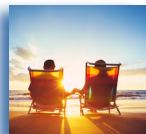
WellNYS Everyday

goer.ny.gov/wellnys-everyday



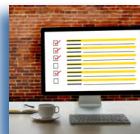
Network Child Care Centers

goer.ny.gov/network-child-care-centers



Pre-Retirement Planning

goer.ny.gov/pre-retirement-planning-information



Online Training and Webinars

www.achievesolutions.net/empireplan/resources



NYProjectHope.org

NYS Emotional Support Helpline
1-844-863-9314
8:00 a.m. - 10:00 p.m.
7 days a week



Work-Life Services (WLS) Programs are joint labor-management programs that benefit New York State employees by enhancing employee wellbeing, increasing productivity, and improving morale in the workplace. The WLS programs include the Employee Assistance Program, Network Child Care Centers, and DIRECTIONS: Pre-Retirement Planning. The WLS programs are funded through the collective bargaining agreements between the State of New York and the public employee unions: CSEA, PEF, UUP, NYSCOPBA, GSEU, Council 82, and DC-37. The Governor's Office of Employee Relations contributes on behalf of management/confidential employees.