

Emotional Support Resources for Team Members



**HENRY
FORD
HEALTH** SM



Take Care of Your Mental Health

*Henry Ford ENHANCE Employee Assistance Program
Together we can help you manage life's challenges*

Taking care of your mental health is as important as taking care of your physical health. As the World Health Organization (WHO) puts it, "Mental health is an integral part of health; indeed, there is no health without mental health."

Here are some keyways to take care of your mental health so you have the resilience to cope with life's ups and downs, adapt to change, and maintain healthy relationships.

Take care of your physical health.

The human mind and body are connected. When you take care of your body—your physical health—you also take care of your mental health:

- **Be physically active.** Exercise can lift your mood and your energy level, reduce stress, and help with the symptoms of depression and anxiety. When you engage in regular physical activity, you sleep better, think more clearly, and regulate your emotions more effectively. Find ways to be active that you enjoy and build them into your daily and weekly routine.
- **Eat a variety of healthy foods.** What you eat can have a direct effect on your mood and energy level. Eat plenty of fresh fruits and vegetables plus lean protein and whole grains. Avoid processed foods as well as foods with added sugar and salt and limit your consumption of alcohol. Find a mix of foods you enjoy that sustain your energy while giving you the nutrients and vitamins you need to thrive.
- **Sleep well.** You need adequate sleep to think clearly, stay focused, and regulate your emotions. Adopt healthy sleep habits by going to bed and getting up at the same time every day; winding down in the hour before bedtime in low light without electronic devices; and avoiding large meals, caffeine, and alcohol late in the day.

Accept yourself.

Every person is different, and no one is perfect. Accept yourself for who you are and take pride in your unique strengths and quirks. When you find yourself being self-critical, pause and reflect on what's good about you—why your friends love and appreciate you and all the things you do well. If negative self-talk (the critical voice inside your head) is holding you back and making you unhappy, consider talking with a professional counselor to learn new skills for weakening that negative voice and strengthening your positive self-image.

Strengthen social connections.

Social connections—your friends and family, the people you spend time with and talk to—are a key element in your mental health. Make time for the people you care about, especially the people with whom you're able to discuss your emotions. Pay attention to who in your social network lifts your mood when you're feeling down and who is open and honest with you when you're seeing things in an unrealistic way. Cultivate these connections and strengthen them by providing the same emotional support in return.

Calm yourself.

When you're dealing with a stressful situation or feel your body growing tense, take time out to calm yourself. Learn stress-reducing techniques like deep breathing, progressive muscle relaxation, and mindfulness, and use the ones that work for you to relax your body and your mind. Physical activity, healthy sleep habits, and time with friends can all help to reduce your stress.

Practice healthy thinking.

Build your emotional resilience by adopting positive habits of thought. Practicing gratitude is one way to do this. Take time every day to think about what you are grateful for and write it down. Positive reframing is another way. When you have a negative reaction to something, step back and reconsider things in a positive light, looking for the opportunity in the situation or the good in the other person and yourself. Work to solve problems, one step at a time.

Talk about how you feel.

When you're sad, worried, or upset, talk about what you're going through with someone you trust. When you hold those feelings inside yourself, they can build, becoming more intense and uncomfortable. When you talk about them, you begin to process your emotions, understand what lies behind them, and find ways to solve the problems you're facing. A phone call or a cup of coffee with a friend may be all it takes. For deeper or longer-lasting emotional challenges, it may help to talk with a professional counselor.

Do something that absorbs your mind.

If there's an activity you enjoy or a skill you'd like to learn, make time for it. Focus on something that absorbs your full attention. That might be making something, playing music, singing, writing, cooking, or gardening. It might be restoring an old car, making an improvement to your home, or playing a sport. The best activity is one you can get lost in, that brings you into a state called flow, where you are fully engaged and forget about worries and negative thoughts.

Find purpose and meaning in life.

Everyone finds purpose and meaning in life in different ways. It can be through spirituality or religious practice, caring relationships with others, helping people in need, or doing work that in some way makes the world a better place. If you don't find purpose and meaning in your job or your daily life, look for other ways to find this satisfaction. Consider volunteering, paying more attention to the relationships in your life, exploring your spirituality, or simply looking for new ways to be kind.

Ask for help when you need it.

When you're suffering emotionally and nothing seems to help, reach out for support. The earlier you get help, the better. Don't put it off until you're in crisis.

Morgan, H. (2021, August 25). Take care of your mental health (B. Schuette & Z. Meeker, Eds.). Raleigh, NC: Workplace Options.



Understanding Stress and Building Resilience

*Henry Ford ENHANCE Employee Assistance Program
Together, we can help you manage life's challenges*

What is stress?

People experience stress as they adjust to a continually changing environment. Stress has physical and emotional effects; it can create both positive and negative feelings. Positive stress can energize you and help you reach your peak performance. However, too much pressure turns into negative stress. Prolonged exposure to stress can be harmful to your physical and mental well-being. One of the first steps to managing stress is to understand what causes it.

Sources of Stress

There is a wide range of sources of stress. These include daily hassles, major life events, home, and work. What are the things in your life that cause you stress?

Home

Stress factors can include

- ◆ Relationships
- ◆ Money problems
- ◆ Children
- ◆ Sickness
- ◆ Housework

Work

Work stress factors include

- ◆ Overload
- ◆ Relationships
- ◆ Pace of change
- ◆ Deadlines
- ◆ Unrealistic workloads or demands

Did you know?

- ◆ Over 80% of the world's technological advances have occurred since 1900.
- ◆ A newspaper today contains more information than a person would see in his or her lifetime in the 18th century.

Stress Management and Prevention

In addition to managing your response to stress, it is helpful to identify ways to prevent harmful levels of stress and build stress resilience.

Prevention

- ◆ Look at root causes of stress.
- ◆ Focus on building resilience to stress.

Prevention Ideas

- ◆ Keep a stress log—identify the sources of stress in your life.
- ◆ Identify your signs of stress—be aware of your stress level before it is unmanageable.

Building Stress Resilience

- ◆ Exercise three to four times a week to reduce muscle tension.
- ◆ Minimize intake of sugar, caffeine, and other artificial stimulants.
- ◆ Get enough rest.
- ◆ Practice at least one relaxation exercise.

Stress Signs

Know your stress signs. A second step to managing stress is to understand how you react to it. Which of the following signs of stress do you experience?

Common stress signs include

- ◆ Muscle tension
- ◆ Headaches
- ◆ Indigestion
- ◆ Dry mouth
- ◆ Diarrhea or constipation
- ◆ Anxiety or excessive worry
- ◆ Difficulty concentrating
- ◆ Forgetfulness
- ◆ Irritability
- ◆ Tearfulness
- ◆ Depression
- ◆ Boredom
- ◆ Apathy
- ◆ Changes in sleep patterns
- ◆ Withdrawal
- ◆ Accident proneness
- ◆ Reduced sex drive
- ◆ Increase in use of drugs, smoking, or alcohol

Some of these signs may have causes other than stress. Check with your doctor if symptoms persist.

Stress Relievers

- ◆ Get up 15 minutes earlier in the morning (making morning mishaps less stressful).
- ◆ Listen to music.
- ◆ Make time for fun.
- ◆ Unplug your phone.

Stress Strategies

Step 1: Awareness

In order to manage stress, it is helpful to understand what causes your stress and how you react to stress. Ask yourself these questions:

- ◆ What are the sources of stress in my life?
- ◆ What are my emotional and physical reactions to them?
- ◆ What are my strengths in dealing with stress? (e.g., "I delegate well.")
- ◆ What are my limitations in dealing with stress? (e.g., "I sometimes have difficulty saying no to work requests.")

Step 2: Plan

Develop a plan of action by asking yourself these questions:

- ◆ What sources of stress can I eliminate or avoid?
- ◆ What sources of stress are changeable?
- ◆ What one change could I start with that would make the most difference in my life?
- ◆ Who can I enlist in helping or supporting me with this change?
- ◆ How can I include taking care of myself in my plan?

Step 3: Action

Put your plan into action:

- ◆ Choose one new strategy to add to or change about your current strategies for dealing with stress.
- ◆ Practice a relaxation technique (breathing is one of the most effective ways of reducing tension).
- ◆ Identify what you do well at in managing your stress (use your past experience as a resource).
- ◆ Deal with the sources of stress that you can change (create a plan to eliminate, reduce, or avoid these sources).

Stress Tips

- ◆ Share your concerns—talk to someone.
- ◆ Do something you enjoy.
- ◆ Take a brisk walk.
- ◆ Exercise.
- ◆ Take a break.
- ◆ Get a change of scenery.
- ◆ Set aside time for yourself.

Relaxation Technique

- ◆ Find a comfortable place to sit, close your eyes, and begin to pay attention to your breathing.
- ◆ Take a deep breath in, and exhale slowly.
- ◆ Continue breathing deeply, and imagine a relaxing holiday spot.
- ◆ As you continue to breathe slowly, look around at the sights, imagine the sounds, the smells, and the like.
- ◆ See yourself relaxed in this place.
- ◆ As you bring your attention back to the room you are in, remember that you can visit this place again anytime.

Other Ideas

Additional ideas to reduce or combat stress include

- ◆ Counseling Yoga
- ◆ Meditation
- ◆ Hypnosis
- ◆ Biofeedback
- ◆ Relaxation CDs
- ◆ Massage
- ◆ Complementary medicine

Action Planning

- ◆ Set short and long-term goals.
- ◆ Plan to make one change at a time.
- ◆ Check that your goal is specific and measurable.

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Together, we can
help you manage
life's challenges



Enjoy the highest quality of life at work and home.

When everyday challenges grow into bigger issues, it can impact your work or home life. Personal difficulties – including emotional problems, substance misuse, relationship struggles, family concerns and other everyday worries – can become an overwhelming distraction. Sometimes, just having someone to talk to can help you identify the issue and find practical solutions, putting you back in control.

You have access to Henry Ford ENHANCE Employee Assistance Program (EAP), a voluntary, confidential counseling and referral program aimed at helping you and your loved ones manage life's challenges – so you can get the highest quality of life, at work and at home.

Henry Ford ENHANCE services:

- Are confidential
- Are free to you and your loved ones
- Help you address a variety of personal and professional challenges
- Give you access to licensed Master-level therapists for short-term counseling and crisis support
- Provide support throughout the process – from helping you define the issue and find practical solutions to follow-up

To schedule an appointment with an EAP therapist - or - if you are in crisis and need to speak with an EAP Therapist at any time (24/7) call 888.EAP.HFHS or 888.327.4347.

Comprehensive support services

A free counseling program for you, your dependents and those living in your household

Henry Ford ENHANCE provides you and your loved ones with assistance for a variety of personal and professional challenges, including:

Mental and emotional health

- Anger management
- Anxiety
- Coping with change
- Depression
- Grief and loss
- Illness and disability
- Stress, including post-traumatic stress

Family support

- Caregiver burnout and respite
- Coping with serious illness
- Parent and child issues
- Single parenting support, including child care

Relationships

- Communication problems
- Conflict resolution
- Domestic violence
- Separation and divorce

Workplace issues

- Co-worker or supervisor conflicts
- Job stress
- Harassment

Substance abuse and addictions

- Alcohol and drug misuse (including prescription)
- Co-dependency issues
- Gambling, internet, food and other addictions, and relapse prevention

Henry Ford ENHANCE therapists can also provide referrals to resources related to problems such as eldercare support, legal issues and financial challenges, including credit counseling or gambling problems.

Protecting your privacy

All contact between you and Henry Ford ENHANCE is confidential

A major concern you may have is confidentiality. You may feel that using the service could hurt your chances for a raise or a promotion, or even affect your job security. However, you can rest assured all contact between you and Henry Ford ENHANCE is strictly confidential. Nothing is included in your personnel file, and your employer:

- Cannot access any of your Henry Ford ENHANCE information
- Cannot contact Henry Ford ENHANCE therapists to discuss who is using the program and why
- Will only receive non-identifying statistical data indicating how many people are using the program

In addition, no information can be reported about you or your use of Henry Ford ENHANCE to your co-workers, other household members or anyone else – without your express written consent (except when required by law).



Regain control of your life

You can't always prevent issues from happening, but you can control how you deal with them

When you're experiencing issues at home, it can be difficult to focus on work. When you're having issues at work, it can be challenging to be there for your family. Solving these problems is key to regaining your work-life balance and living a happy and productive life. With Henry Ford ENHANCE, you can get confidential and personalized care at no cost to you.

The important thing is to realize that you don't need to neglect your emotional wellness. You have a choice, and you don't need to continue dealing with these challenges on your own. Many personal issues are quickly and easily resolved with the support of a professional therapist who can help you define the problem, identify a practical solution and refer you to other resources if necessary. By removing the distraction, you can regain control of your life.



How it works

The goal is to get you feeling better quickly by offering practical solutions to problems

Henry Ford ENHANCE Therapists focus on results, helping you define the challenges that are affecting your work-life balance, and giving you practical solutions that can help you get back on track. The program features four simple steps:

Step 1: Initial call

When you call Henry Ford ENHANCE, the representative will set up your initial consultation appointment with a therapist. All appointments can be scheduled for phone counseling sessions, virtual counseling sessions or in person at one of our Henry Ford ENHANCE convenient locations.

Step 2: Consultation appointment

At this first appointment:

- Your therapist will learn more about your situation.
- You will have an opportunity to ask questions about the program.
- The consultation typically takes 50-60 minutes.

Step 3: Developing a plan

After the initial consultation, the therapist will suggest options for resolving the problem. Depending on the type of issue and how involved it is, he or she may recommend:

- A series of Henry Ford ENHANCE counseling sessions. Each session lasts about 50 minutes.
- Longer-term counseling with another professional.
- Referral to an agency or professional in the community that is more experienced in dealing with your specific challenge.
- A combination of one or more of the above.

Step 4: Follow-up and support

After completion of the last session, your Henry Ford ENHANCE therapist will follow up with you to ensure your concern was addressed and that you are back in control of your life.

Seminars and eLearning

Henry Ford ENHANCE also offers free online seminars and eLearning courses covering a variety of topics.

An expert team

Staffed by Highly Skilled Employee Assistance Professionals Henry Ford ENHANCE services are offered through Henry Ford Health System. All clinical staff are licensed, Master-level therapists with years of therapeutic training. Henry Ford ENHANCE therapists are experienced in a variety of disciplines, including:

- Alcohol or substance abuse
- Depression and/or anxiety
- Job stress or conflict on the job
- Grief or loss
- Domestic violence and emotional abuse
- Post Crisis Response (PCR)
- Stress Intervention and Resolution(SIR)
- Marital and other relationships
- Parenting and blended family
- Child and elder care
- Department of Transportation compliance program
- Substance Abuse Professional (SAP) Services

Convenient locations

Services are confidential and delivered virtually, by phone or in-person at one of several convenient Henry Ford locations. Henry Ford ENHANCE offers EAP services nationwide through Henry Ford's network of providers.

Additional resources

Henry Ford ENHANCE also offers other wellness and professional development resources, including:

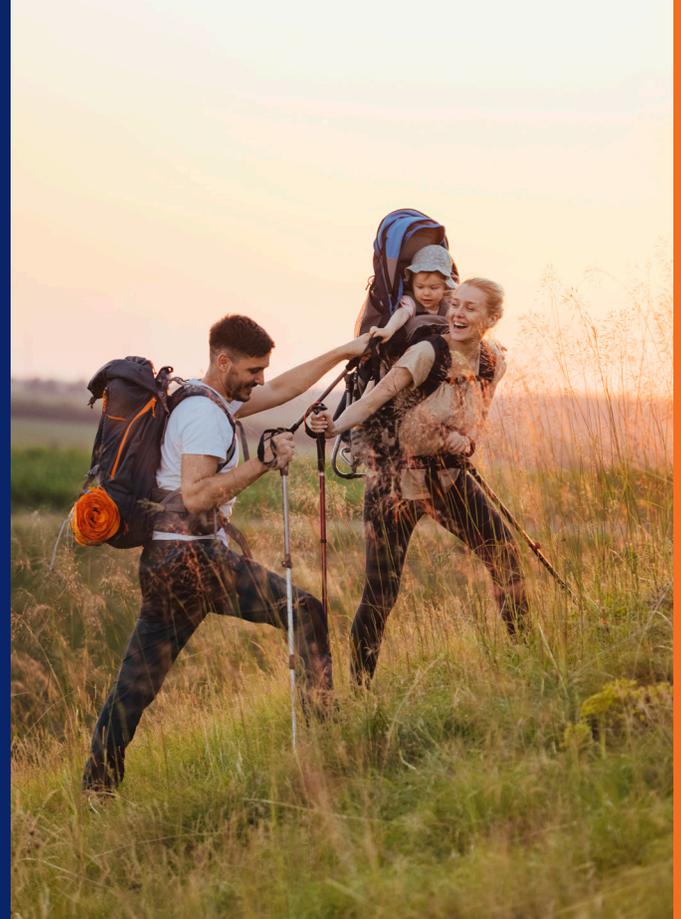
- **Website:** You can find more details about the program and wellness information at henryford.com/eap.
- **Quarterly e-newsletter:** This publication offers articles with real-world solutions and tips for personal and professional success.

Henry Ford **ENHANCE**

WorkLife Services

Provides confidential and professional consultation and referral to assist with a wide spectrum of work, family and personal issue at no cost to you.

Together, we can help you manage life's challenges.



WorkLife Services

Henry Ford Health System recognizes the challenges of balancing work with the circumstances of everyday life, understanding that often times, employees wear many hats causing them to feel out of balance, unfocused, unproductive and unhappy. Henry Ford ENHANCE Employee Assistance Program (EAP) has a comprehensive and extensive work-life resource available to employees and their family members to assist and support them with this all too common challenge. WorkLife Care Consultants provide professional consultation and referral to assist with a wide spectrum of work, family, and personal issues.

Services are available 24/7 via a toll-free number, website, and live chat.

Members only website features an extremely comprehensive level of resource articles, audio and video files covering emotional well-being, health and wellness, and workplace issues as well as child care, elder care, adoption, legal, financial, and education.

To Connect with a WorkLife Consultant at any time, call **855.492.3637**.

Access is easy!

No matter when, no matter where, you and your family have access to professional support 24 hours a day, 7 days a week. Call or log on to get started:

Toll-Free Work/Life Specialists

855-492-3637

Henry Ford ENHANCE website

Henryford.com/enhance

Username: henryfordenhance

Password: henryford

On-line chat

This option is available through "LiveConnect" and a connection takes place within moments. You will see the LiveConnect tab at the top of the home page once logged into WorkLife Services.

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Members only website features include:

- Live, monthly, online seminars with archiving of past seminars
- News for you updated monthly featuring new articles and resources
- Skill builders: online training programs
- Financial calculators
- Streaming audio and video files covering a range of health and emotional health topics
- More than 11,000 regularly updated articles
- Monthly interactive polls

Resources to help connect you with the following:

Child care

- Choosing Child Care
- Summer/Holiday Care
- Special Needs Child Care
- Community Resources

Elder care

- Care for older adults
- Special needs adult care
- Medicare and medicaid
- Caregiver support

Daily living

- Travel and recreation
- Dining and entertainment
- Consumer issues
- Pet care
- Community resources
- Legal and financial issues
- Health and wellness

Education

- K-12
- Colleges and universities
- Financing
- Ged-vocational
- Tutors and test prep

Financial assistance

- Bankruptcy
- Buying a home for the first time
- College fund planning
- Credit card debt
- Identity theft prevention
- Retirement planning
- Foreclosure prevention
- Major life event planning
- Budgeting and credit monitoring

Legal assistance

- Estate planning/wills/trusts
- Landlord/tenant/real estate
- Adoption
- Bankruptcy
- Criminal and small claims
- Divorce/custody issues
- Personal injury/malpractice

Lactation support

- Telephonic support line available 24/7 - 7 days a week
- Evidence based information

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Henry Ford ENHANCE EAP & Work Life Service 2026 Seminar Calendar



	Online Seminar	Description Seminars can be found on your home page, or you can search for them by title.
Jan	Staying on Track: 7 Practical Strategies for Goal Commitment Available on demand starting Jan 20 Video	Learn practical tools to stay consistent, overcome setbacks, and achieve what matters most.
Feb	The Role of Hobbies in Work-Life Balance Available on demand starting Feb 17 Podcast	Discover how hobbies and personal interests can reduce stress, improve focus, and help you balance work and life.
Mar	Breaking Barriers: Empowering Women at Work Available on demand starting Mar 17 Podcast	Celebrate women's contributions while exploring ways to empower equality and opportunity at work.
Apr	Managing the Juggle: Practical Tips for Multi-Role Success Available on demand starting Apr 21 Video	Learn proven techniques to manage competing demands and maintain balance without burnout.
May	Smart Money Moves: Strengthen Your Financial Know How Available on demand starting May 19 Podcast	Build the mindset and skills to adapt, recover quickly, and thrive during transitions.
Jun	Creating Safe Spaces: Supporting LGBTQ+ Inclusion Available on demand starting Jun 16 Podcast	Promote respect, ally-ship, and inclusion to strengthen LGBTQ+ visibility and acceptance.
Jul	Resilience Reset: 5 Ways to Thrive Through Change Available on demand starting Jul 21 Video	Learn proven techniques to manage competing demands and maintain balance without burnout.
Aug	Connected Not Consumed: Digital Wellness Strategies Available on demand starting Aug 18 Video	Set clear boundaries with technology to enhance focus, wellbeing, and meaningful connections.
Sep	Preventing Tragedy: Empowering Supportive Conversations Available on demand starting Sept 15 Podcast	Raise awareness and learn supportive actions to help save lives.
Oct	World Mental Health Day Topic Available on demand starting Oct 20 Podcast	Topic to-be-defined by the later during 2026.
Nov	Strong Yet Struggling: Rethinking Men's Mental Wellbeing Available on demand starting Nov 17 Podcast	Highlight men's roles, health, and wellbeing while fostering dialogue on gender balance.
Dec	The Science of Stress: Tools for Thriving at Work and Home Available on demand starting Dec 15 Video	Explore science-based techniques to reduce stress and strengthen resilience at work and home.

Henry Ford ENHANCE
Your Employee Assistance Program
Whatever you need, we are here to help.
Available 24/7 Employee Assistance Program is a free, confidential benefit to help you balance your work, family, and personal life. Just call or log on to get started.

To access EAP services Call:
888.EAP.HFHS/ 888.327.4347
Website: henryford.com/enhance
Username: henryfordenhance
Password: henryford

To speak with a WorkLife Service specialist 24/7 regarding consultation and resource referral
Call: 855.492.3637

Real Time Helpline

Keeping our team members
safe and supported

Sponsored by Henry Ford ENHANCE
Employee Assistance Program



Real Time Helpline Provides Emotional Support

Keeping our team members safe and supported is an ongoing promise and the Real Time Helpline is available 24/7 to any team members in need of emotional support. Please remember you can call 1-866-434-2323 if you are struggling with any emotionally challenging situation, including exposure to unsafe situations or workplace violence in any form. Mental health professionals will answer calls live and provide confidential support for those struggling with thoughts, feelings and reactions. Team members can call even if they're simply having a particularly challenging day.

**Real Time Helpline Available to
Team Members 24/7 by Calling:**

866.434.2323

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We want you to Thrive

Welcome to Thrive, Henry Ford Health's team member wellness program designed to support and inspire you on your well-being journey.



Thrive offers a comprehensive approach around the whole person's well-being. We have identified four pillars of wellness—Physical, Emotional, Social, and Financial. The goal of Thrive is to help Henry Ford Health team members to be our very best for our patients, members, customers, one another, family, friends, and community. Our hope is for you to have the tools and resources you need to be your best self both at work and at home.

We will do this through:

- **Knowledge:** Provide valuable, relevant information to help you make healthy lifestyle choices.
- **Culture:** Create well-being practices in the workplace that supports the whole person.
- **Support:** Design programs and services that help you along the path to well-being.
- **Engagement:** Develop activities and events to encourage well-being, connection, and overall purpose.

Bringing balance and well-being to the workforce

Henry Ford Health cares about its team members and wants to ensure you have the support you need to take care of yourself. Well-being is critical to meet our promise of inspiring people and making Henry Ford Health an extraordinary place to work.

Thrive strives to:

- Meet team members where they are in their well-being journey and help them look to the road ahead.
- Support and inspire team members along their journey with practical tools and programs.
- Celebrate with team members as they achieve each milestone.

Fun and interactive programs and services

Whether you are looking for nutrition education, ways to reduce stress, improved sleep, increased physical activity or ways to bond with colleagues in an organized challenge, Thrive has something for everyone.

Thrive rewards for all team members

Thrive rewards is a part of our larger Thrive well-being program. This voluntary program promotes overall well-being and is available to all team members. In addition to improved health, you can earn rewards and an opportunity to win cash prizes.

Team members enrolled in HAP insurance are eligible for reduced payroll contributions for medical coverage and/or an additional HSA employer-provided contribution after meeting certain requirements.

WELLNESS INNOVATORS

Wellness Innovators Employee Resource Group

Our Wellness Innovators strive to foster health and well-being among all team members. As role models and advocates, these Henry Ford Health team members:

- Create and implement innovative activities to support their families, colleagues, and community on their well-being journeys.
- Influence program offerings and be the first to learn of well-being programs and services.
- Embrace opportunities to learn and grow.
- Get motivated and be supported in your well-being journey.
- Be part of a dynamic group of like-minded team members.
- Positively impact others on their well-being journey.
- Bring balance and well-being to the workforce.

Want to be a part of the process? Email us at Thrive@hfhs.org to join our Employee Resource Group, Wellness Innovators!

Well-being strategic framework



For more information about Thrive, scan the QR code, visit OneHenry or email us at thrive@hfhs.org

