



Your Healthy Workplace

November 2020

Help employees stay healthy, safe this holiday season

From steering through holiday feasts to washing hands frequently, we've gathered some suggestions for a healthy and safe holiday season that you can share with employees.

Along the way, remember that Physicians Quality Care OCCMed offers many programs to help employers have a healthy workforce.

Suggestions

- ▶ Wash hands often and for at least 20 seconds to help prevent the spread of germs. Not only is it flu season, we also need to lessen the spread of COVID-19.
- ▶ Manage stress. Give yourself and employees a break from routine when they feel stressed out, overwhelmed, and out of control. Encourage people to get plenty of sleep.
- ▶ Don't drink and drive or let others drink and drive.
- ▶ Maintain a smoke-free workplace. Even second-hand smoke has health risks.
- ▶ Offer flu vaccines for your employees. Everyone six months and older should get a flu vaccine each year.

Flu shots & more

Physicians Quality Care OCCMed will give flu shots at your worksite on your schedule.

Flu shots are the best way to protect employees from getting sick and missing work because of the flu.

We offer many other programs that promote health and safety. Here are just some of them ...

- ▶ Wellness programs to encourage exercise and healthy eating.
- ▶ Prewrite stretching programs designed by our physical therapists to help avoid on-the-job injuries.
- ▶ Smoking cessation classes.
- ▶ Supervisor training on how to identify and deal with drug and alcohol problems. (See story, back page.)

Contact Jennifer Carmack at 731-984-8400 or jennifer@physiciansqualitycare.com to learn more. Or, visit us online at OCCMedJackson.com.

Food

▶ Prepare food safely. Remember these simple steps: Wash hands and surfaces often, avoid cross-contamination, cook foods to proper temperatures and refrigerate foods promptly. Don't let foods sit out in employee breakrooms.

- ▶ Check out food options before picking up a plate or serving spoon.
- ▶ Select the smallest size plate available or leave "white space" on a larger plate.
- ▶ Start by filling your plate with vegetables and salad before going to the entrees and desserts.
- ▶ Eat small portions.
- ▶ Eat slowly and savor every bite.
- ▶ Before you go back for seconds, wait 10 minutes to see if you really still are hungry.
- ▶ Limit portion sizes and foods high in fat, salt and sugar.
- ▶ Keep moving. Regularly plan physical activity; be active at least 2.5 hours a week.

Source: U.S. Centers for Disease Control & Prevention



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Handling anger in the workplace

When you mix heavy workloads, little downtime and many different personalities, conflicts are bound to occur in the workplace. The occasional flare-up is one thing, but a workplace that is seething is quite another.

Like coping with stress, it is how we deal with anger and frustrations that determines whether they are destructive. They can often be channeled into creativity, focus and drive.

As a manager, helping staff handle anger and channel it into forward momentum will keep the workplace safe and productive.

▶ Though it is tempting, do not ignore it. No problem is going to go away simply because you ignore it.

▶ Acknowledge the anger – the feelings may be legitimate. Often the anger is about a real difficulty at work that can be remedied. Attempt to see the employee's point of view.

After the issue is out in the open, choose a time to discuss what happened and what sorts of strategies can address the problems. Waiting until the crisis has passed is better than trying to solve it while in the middle of the fire. Allowing some time to pass will help the person to calm down and regain the ability to reason and think clearly.

▶ Develop an action plan with specific steps for behavior modification or system change.

▶ Seek out a third party, such as the human resource department, to intervene to help resolve the situation, if necessary.

Source: HealthDay



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Dealing with drug and alcohol abuse

If you have ever been faced with an employee who abuses drugs or alcohol, you know how challenging it can be.

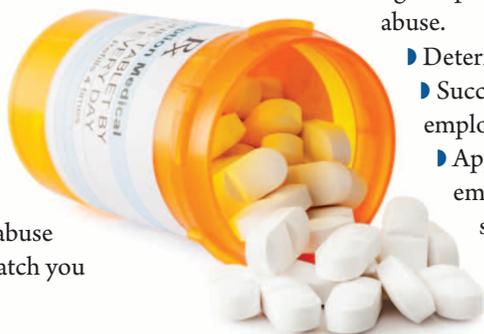
Learn how to correctly handle the situation with OCCMed's Supervisor Training.

Although it is mandatory for companies that must comply with DOT regulations, this training is invaluable for any supervisor at any company.

Don't let drug abuse in the workplace catch you unprepared.

Physicians Quality Care will show you how to ...

- ▶ Understand the properties, signs and symptoms of the most commonly used drugs.
- ▶ Recognize possible signs of alcohol abuse.
- ▶ Determine reasonable suspicion.
- ▶ Successfully confront the employee.
- ▶ Appropriately deal with an employee who refuses to submit to testing.
- ▶ Maintain a drug-free workplace.



We speak OSHA!

To help you comply with OSHA, we offer ...

- ▶ On-site CAOHC-certified audiometry in our mobile unit
- ▶ DOT, non-DOT & hair follicle drug screening
- ▶ Breath- & blood-alcohol testing
- ▶ Health fairs
- ▶ Strength & agility testing
- ▶ NIOSH-approved pulmonary function testing
- ▶ DOT, wellness & pre-employment physicals
- ▶ Respirator-fit testing & respirator medical evaluations
- ▶ Heavy-metal testing
- ▶ Industrial hygiene: noise sampling, air sampling, dust sampling, etc.
- ▶ Nerve conduction studies
- ▶ X-rays and EKGs