

# Five (5) Tips to Reduce Anxiety at Work

## #Healthy Employees = Healthy Profits!



Did you know that anxiety and stress are the leading causes of work-related injuries?

That's because when we are anxious or stressed, we can become distracted. During these distracted periods, accidents are most likely to occur.

Here are five (5) things you can do to reduce anxiety at work:

1. **Identify what's causing your anxiety.** This may not be easy to do. We suggest keeping a journal to document what's happening around you to cause your anxiety. Over time, you may see patterns develop, and you can be proactive in preventing or slowing down your anxiety.
2. **Use an anxiety rating tool.** You need an anxiety rating tool to help you quantify your anxiety. This tool can be hugely effective because it lets you implement the right interventions at the right time. These interventions can help slow down or halt your anxiety more quickly if you recognize it when it is rated as one vs ten. If you are interested in a free anxiety rating tool, click the link.
3. **Take a break.** If you notice your anxiety is increasing, take a break. Walk around, splash some water on your face, or get a drink. It doesn't matter what you do; just do something to interrupt whatever is causing the anxiety.
4. **Stay away from negative co-workers.** Negativity is contagious! Their problems don't have to be yours. Even if you aren't upset or anxious, their negative energy can spill over to you, causing you to become uneasy and unsettled.
5. **Let it go!** We must stop ruminating on things that may never happen or on things that did happen, and we wish we had handled them differently. Be kind and

forgiving to yourself. Stop thinking about it, it's over. Move on to something else more positive.

If your anxiety starts to increase and happens more frequently, you may need the help of a mental health clinician. This is especially true if anxiety limits not only your work activities but also how you live your life outside of work.

If you have employer-sponsored health insurance, your mental health clinician may be covered with no or minimum out-of-pocket costs.

In addition, most organizations have Employee Assistance Programs (EAPs) that provide a limited number of free counseling services.

If you need assistance with Crisis Management, call the [National Suicide & Crisis Lifeline](#) by dialing 988 or clicking the link.

If you need immediate assistance or you are thinking about suicide/homicide, call 911.