

# Shifting Gears

## LEARN TO NEGOTIATE CHANGE

LATITUDE  
EMPLOYEE  
ASSISTANCE  
PROGRAM  
SEPT 2015



Life does not stand still. Changes in your work environment or at home disrupt your daily routine, and this can bring about feelings of anxiety and fear. These feelings can make you resistant to a change that may be necessary for your job or family. Your Latitude Employee Assistance Program (LEAP) can provide you with information and resources to help you handle change.

Available anytime, any day, LEAP is a free, confidential program to help you balance your work, family, and personal life

## WEBINAR

### Coping With Change

**Sept 15th — 11 am, 1 pm CST**

Learn personal strategies on how to deal with both the losses and the gains that change brings to your life.

TOLL-FREE: **800-713-6288**

WEBSITE: **[www.apshelplink.com](http://www.apshelplink.com)**

COMPANY CODE: **southdakota**

Note: When registering for this event, enter South Dakota as your company name and APS when asked to list your EAP

 APS Healthcare



## Maintaining a Positive Attitude

A positive attitude can help you cope more easily with life's challenges. But that's not all. A positive attitude can help with stress management and may even improve your health and wellbeing. While maintaining a positive attitude may seem to come more easily to some people, anyone can learn to develop one.

### What You Can Do

**Practice your gratefuls.** Focus on the positive by listing some of the things you're grateful for such as friends, family, shelter, and food. Do this every day, if you can.

**Be kind.** If there is something you don't like about yourself, embrace the change you want in a spirit of kindness and compassion. Being kind to yourself can be a difficult skill to develop, but it goes hand in hand with having a positive attitude.

**Notice your thoughts.** Take note of exactly what you're thinking in different situations. Once you've identified your negative attitudes, pay attention to how often they pop into your head. Becoming aware will help you to make positive changes. For example, you might try thinking of something you're grateful for when you have a negative thought.

**Schedule worry time.** Set aside a few minutes a day to think about or list your worries. If you find yourself feeling negative at other times, jot down the thought for the next day's worry time.

**Question negative thoughts.** Does being negative make you feel safe, like you don't have to risk anything? Do you hide from success by believing that you don't deserve it? Do you wonder if you'll jinx yourself by thinking positive thoughts? Check in with your attitude and see whether or not it's helping you or preventing you from getting what you want.

**Become your own biggest fan.** Do you tell yourself, "You'll never be able to do that"? How could you do well with someone constantly telling you that you can't do it...even if that someone is you? Tell yourself, "I can do it, and I will."

**Remember the big picture.** Let go of the unimportant details. Stay positive by forgiving people, and by letting go of unimportant things like a stranger being rude.

**Make time for doing what you enjoy.** Like puppies? Enjoy playing basketball? Take a stroll by the pet store or arrange to meet a friend to shoot some hoops. Having fun can lower your stress level and make you feel more positive.

**Don't expect immediate success.** You can't change your whole attitude in an instant, but you can change. Give yourself room to grow, and don't be too critical of yourself if you slip into a negative attitude. Have patience and remind yourself to shift back into a positive gear.

**Be present.** Learning meditation or other mindfulness skills often help people to feel more present and involved in their lives, and to enjoy the ride. Worry—which is often future-focused—takes us out of the present and may lead to more negative perceptions.

**Focus on changing one negative attitude at a time.** If you try to do a major system overhaul, you may feel overwhelmed. Taking small steps and targeting each negative attitude can go a long way towards being more positive.

For more information about this topic, visit the website or call the toll free number listed below.



[www.apshelplink.com](http://www.apshelplink.com)



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