



# Prevent Workplace Burnout

**Workplace burnout is a growing concern, affecting productivity, morale, and overall well-being.** It's important to recognize the signs early and take proactive steps to prevent burnout before it takes a toll. By taking these steps, you can reduce the risk of burnout and foster a healthier, more fulfilling work experience.

## Tips for Communicating in the Workplace

**Set Clear Boundaries:** Establishing work-life boundaries to protect personal time and overworking

**Manage Your Workload:** Break tasks into manageable steps and be realistic about your capacity to avoid overwhelm.

**Prioritize Self-Care:** Focus on physical and mental health through rest, exercise, and healthy eating to build resilience.

**Take Regular Breaks:** Frequent breaks help recharge your energy, reduce stress, and improve focus.

**Foster Positive Relationships:** Build supportive connections with colleagues to reduce stress and prevent isolation.

### ONLINE RESOURCES AVAILABLE

For more support, visit your **National EAP Member Portal** for access to helpful articles, resources, and mindful practices.

(click below)



### MEMBER PORTAL LOGIN

**USERNAME:**

**PASSWORD:**



### Need Help?

CALL : 1-800-624-2593

Log On to the Member Portal

