



## Office of HUMAN RESOURCES NEWSLETTER



### June 2020

#### Energy Leave Fridays Begin This Week

The first energy Friday of this year will occur on June 5, 2020. Subsequent energy leave Fridays will occur on June 12<sup>th</sup>, June 19<sup>th</sup>, June 26<sup>th</sup> and July 10<sup>th</sup>. Independence Day will be observed on Friday, July 3<sup>rd</sup>.

#### Summer Fridays: Extended Four Day Workweeks

Due to the unusual circumstances of remote work schedules for the majority of TCNJ staff, the 2020 extended four day workweek program with Fridays off is currently under review. Once a decision has been made with regard to whether we will offer the program this year, we will let you know.

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#### Focus on Your Wellbeing during the Pandemic

Horizon Behavioral Health works with *AbleTo, Inc.* to offer a structured eight-week program that can help reduce depression, anxiety and stress while focusing on your specific needs and goals.

You may connect with licensed and accredited professionals, twice a week, over the phone or online and at no cost to you. Please note that a pre-authorization from Horizon may be required.

With *AbleTo*, you'll get care that is:

- **Personalized:** Tailored to your specific need and health condition
- **Convenient:** Anytime, anywhere access through your phone or computer

- **Affordable:** Services are covered under your health plan
- **Private:** Sessions are delivered securely and confidentially
- **Proven:** Studies show *AbleTo* improves emotional health and well-being
- **Professional:** Therapists and coaches are licensed and accredited

You may arrange your first contact on line, here: [schedule your appointment](#), or call **1-800-991-5579 (TTY 711)**, weekdays, 8 a.m. to 8 p.m., ET.

#### Penn Medicine Princeton Employee Assistance Program (EAP)

The Penn Medicine Princeton Health Employee Assistance Program is available to you and your adult household members.

As we prepare for the next phase of the pandemic, plans are being made by many organizations to re-open for business, while also maintaining safe environments. This may trigger some feelings of hesitation or even fear for some.

EAP has made available a podcast on managing stress: [Stress management podcast](#)

In addition, you are entitled to up to three (3) individual counseling sessions per issue, and subsequent to your EAP sessions, you may be eligible for additional counseling or support via your medical insurance provider. EAP counseling is FREE and CONFIDENTIAL.

If you have questions, please call (800) 527-0035.



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### Joyable via Horizon Blue Cross

If you're struggling with anxiety, stress or depression, Joyable may be able to help. This new digital tool can help you manage your behavioral health anytime, anywhere, from your computer or mobile device.

Through [Joyable](#), you have access to personal coaching and online resources in an eight-week program to help improve your emotional health and overall well-being using the principles of cognitive behavioral therapy. A personal coach will help keep you on track to meet your emotional wellness goals. And there's no cost to you. You get:

- A personalized, self-guided eight-week program to improve your overall emotional well-being
- A dedicated Joyable coach for one-on-one support to help you stay motivated and reach your goals
- Weekly activities to help you manage your emotional health anytime, anywhere

To schedule an appointment click here: [Joyable](#)

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*The following information on your mental wellbeing was produced by [hemsleyfraser](#) and [MindTools](#).*

### Looking after your Mental Wellbeing

A free class on through Yale University may be found here: [The Science of Wellbeing](#)

### Other Resources to Maintain and Restore your Wellbeing

- Tips for Managing Stress: [Controlling Stress in Your Life](#)
- Ways to Stay Social While in Isolation: [Socializing While Quarantined](#)
- Working from Home with Kids: [Coordinating Work and Parental Responsibilities](#)

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### Retirement Planning Resources

New dates for **Employee Informational Webinars** have been posted to the Division of Pensions & Benefits Website. Sessions are offered through live online webinars hosted by GoToMeeting and can be attended without travel from your own computer. Available topics include:

- Understanding Your PERS Pension Benefits
- Overview for Employees in the DCRP
- Retirement Planning for PERS Members
- Retirement Planning for PFRS Members
- PERS Retirement Estimates
- PERS Pension Options
- Reviewing a Sample Retirement Application for PERS Members
- Reviewing a Sample Retirement Application for PFRS Members
- Social Security Benefits for NJ State Employees

To see a full description of all topics, available webinar dates and/or to register, please visit: [www.nj.gov/treasury/pensions/member-training.shtml](http://www.nj.gov/treasury/pensions/member-training.shtml)