



**Help is a confidential phone call away – 307.996.6834**

**Signs a colleague may be suffering from depression/burn-out/anxiety:**

- Loss of interest in work
- Increased time off usage
- Frequent tardiness or unexplained absences
- Relationships with coworkers are more tense and more negative than usual
- A lack of concern over personal appearance and hygiene
- Increased forgetfulness
- Lower levels of productivity
- More withdrawn than usual and unwilling to talk about personal life and non-office related events
- More sensitive to criticism of work product or personal lifestyle
- More than usual amount of mistakes and/or unfinished projects

**Signs a colleague may be struggling with a substance abuse problem:**

- Frequent tardiness or unexplained absences
- Inconsistent on-the-job performance
- Unusual physical symptoms or behaviors (unsteady gait, hyperactive/manic activity, sudden weight loss, dental problems, wearing long sleeves on hot days)
- A sudden lack of concern over personal appearance and hygiene
- Paranoia or overreaction to criticism or helpful suggestions
- An unwillingness to talk about hobbies, family life, or personal interests in someone who was forthcoming before
- Lower levels of productivity
- Frequent breaks/time away from desk or office
- Relationships decline with co-workers/attorneys in and outside the office, witnesses, and clients
- Difficulty recalling previous conversations, confusion about tasks and instructions
- More than usual amount of mistakes
- A sense of detachment
- Increased or significant use of cologne/perfume to mask smell of alcohol

**WyLAP is here to help – 307.996.6834**