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### WHAT IS EMPLOYEE WELLNESS PROGRAMME?

The Durban University of Technology supports and is committed to the overall well-being of its employees. The DUT's Employee Wellness Programme (EWP) is a professional service specifically designed to improve and maintain the productivity and healthy functioning of all DUT employees. The EWP is a resource aimed at timely and confidentially identifying and resolving personal, work related and or health concerns and challenges that impairs an employee's optimal performance. Assistance is offered through consultation, crises intervention, short-term counselling, referrals, educational workshops and lifestyle management programmes.

WHAT KIND OF ISSUES ARE  
ADDRESSED BY THE EWP?



Health and lifestyle

Emotional and Mental Health

- Preventative health care.
- On site health risk assessment
- Health coaching
- Fitness Programmes
- Chronic disease management
- Office ergonomics

#### **Family and Marriage**

- Effective Parenting
- Eldercare
- Separation and divorce
- Communication problems
- Conflict resolution
- Emotional and Physical abuse
- Infidelity
- Sexual orientation

#### **Financial**

- Gambling
- Budgeting
- Debt counselling
- Debt administration

- Stress, Anxiety and Depression
- Anger Management
- Trauma and loss
- Life Transitions
- Illness and Disability

#### **Work related**

- Job stress
- Time management
- Performance issues
- Workplace conflict
- Harassment and bullying
- Low motivation and job satisfaction
- Work life balance
- Labour issues
- Health and safety
- Alcohol and drug problems
- Line manager guidance.

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## **HOW CONFIDENTIAL IS THE EWP?**

All contact with your EWP is private and CONFIDENTIAL. No information about you will be provided to anyone without your written consent. The only exceptions are cases involving eminent safety, risk or as otherwise required by law. External service providers (psychologists, counsellors) will not share your personal information with your employer or the Employee Wellness office without your permission.





### **WHAT DOES IT COST?**

The EWP is a DUT benefit. There is no cost for EWP services, however if care beyond the EWP is indicated and necessary, the EWP specialist will work closely with the employee to provide referrals that are covered by their medical aid and are within the employees financial means. For example, admission to hospitals and rehabilitation centers.

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### **HOW MANY COUNSELLING SESSIONS DO I HAVE THROUGH EWP?**

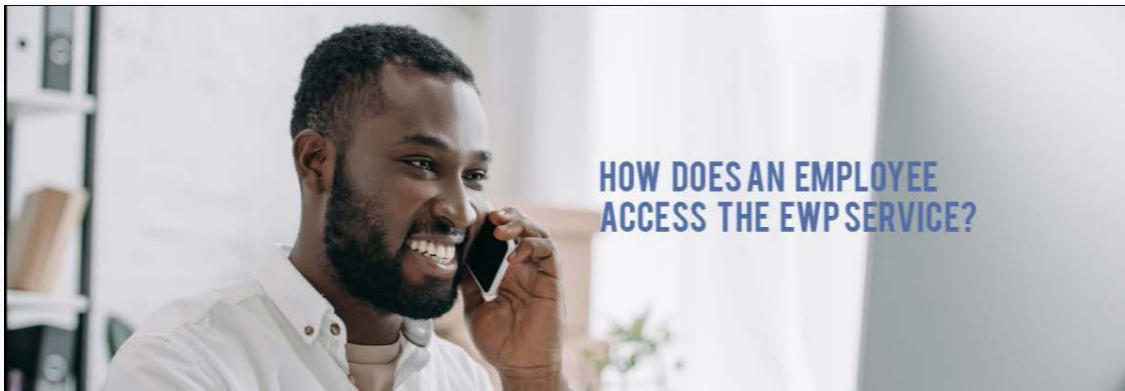
**You have 4** counselling sessions per annual cycle and a further 2 if deemed necessary by your specialist external service provider.

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### **HOW CREDIBLE IS THE EWP STAFF?**

Our EWP Staff holds a professional qualification and certification in Employee Assistance and Wellness Programme and related fields. The specialist possesses the training and experience to assist you in behavioral health, work place dynamics, personal and professional challenges. The highest ethical standards are maintained at all times. The external service providers are also highly skilled professionals including psychologists, social workers, trauma counsellors, legal advisors and debt counsellor





### **Accessing EWP is easy. Voluntary referral**

Simply call the EWP office and the EWP Specialist will:

- Help you assess your problem,
- Provide short term counselling when appropriate,
- Assist you in selecting a local resource when necessary and
- Provide supportive follow up.

Confidentiality will be adhered to at all times.

### **Self-referral**

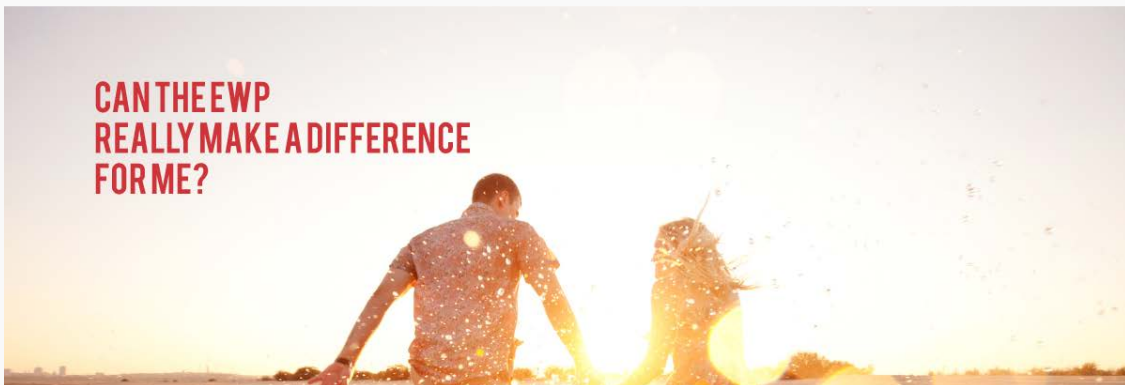
Where the employee seeks help on their own.

### **The informal**

Referral where a supervisor, friend or co-worker recommends the EWP.

No record of these two types of referral appears in the employee's personnel file.

**A formal referral** is based on job performance or any work-related problem where the supervisor/manager recommends the services of EWP. If the employee elects not to follow through with the EWP referral, appropriate action may be taken within the parameters of the university's standard policies and procedures. The formal referral is not a disciplinary measure nor does it replace policies and procedures for dealing with poor performance. This recommendation may or may not appear in the individual's personnel file depending on the case . Often, no notation is made unless there is a need for formal disciplinary action



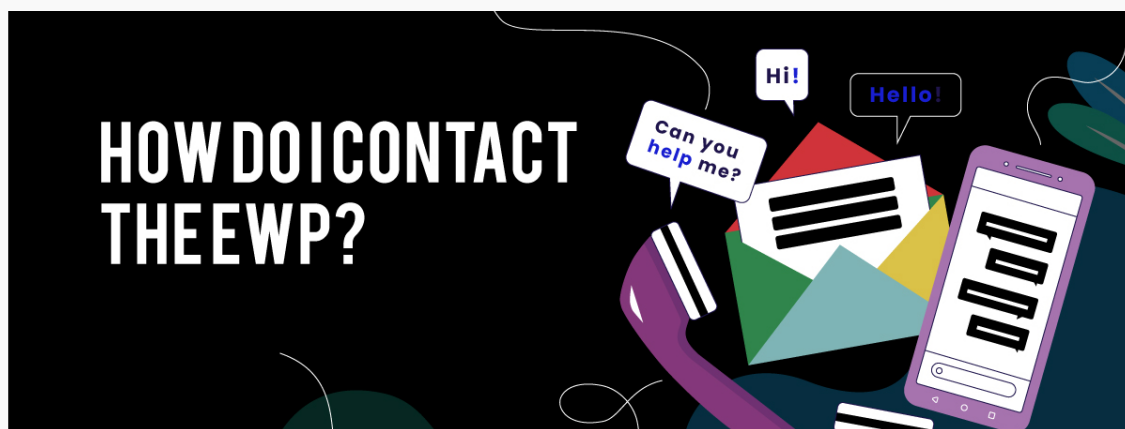
Whether it's helping you to navigate life's transitions, find more satisfaction in your work, or maximize your physical and emotional well-being, the EWP is here to assist.

### **Testimonials of DUT employees**

"I had suffered from depression for a long time. I was invited to attend the EWP Fitness challenge, which helped overcome other medical illnesses, such as diabetes and high blood pressure. After being victorious in the fitness challenge, I was motivated to take part in road running. At the age of 62, I managed to complete my first 42 km Marathon. Many thanks to the timeous EWP interventions. I am no longer on any antidepressants."

"I am a recovering addict. After a long day at work every day, I went out drinking to burn off some steam. I compromised my health, family, finances and job and almost lost them all. Thanks to the effective support of EWP."

"EWP has been my support structure for more than 10 years. I was struggling with mental illness, which impacted on both my personal life and work life. Before coming to the EWP, I was contemplating quitting my job. EWP received me with warmth and care. EWP provided me with every kind of support, i.e. counselling, referral to psychiatrists and psychologists, hospital and rehab admissions. EWP went as far as checking up on me whenever I was hospitalized. I never expected my employer to care so much and I felt valued as an employee. I am now coping with my mental health."



For confidential counseling, guidance, referrals and follow ups contact:

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Nobantu Naomee Buthelezi  
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Steve Biko Campus

EWP services will be available at Indumiso, Riverside and City Campus on a bimonthly, however urgent requests and referrals will be attended to immediately.

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