
mental health in the Workplace

PROGRAM OVERVIEW:

We all experience varying levels of mental health during our lives. Work is a big part of our daily lives and can help to prevent mental ill-health by giving us a feeling of purpose and a sense of contribution.

A mentally healthy workplace has measures in place to prevent harm by identifying risks to mental health, managing harm from an early stage, and supporting recovery. At the same time, positive work-related factors are encouraged and promoted.

In a mentally healthy workplace:

- Mental health is everyone's responsibility.
- Mental health is considered in every way you do business.
- Everyone contributes to a culture where people feel safe and supported to talk about mental health.
- Mental health support is tailored for individuals and teams.
- Everyone can see that supporting worker mental health is a priority.

KEY LEARNING OUTCOMES:

A series of training modules have been designed to assist organisations to not only create a mentally healthy workplace place but also meet their legal obligations and up skill their managers, team leaders and employees to mitigate and/or minimise the psychosocial hazards often found within organisations.

This series of workshops focus on:

- Raise awareness of signs and symptoms of job stress vs. mental health issues.
- Common mental health conditions prevalent in organisations.
- Recognise warning signs and potential psychosocial hazards within the workplace and its impact on job stress and mental health.
- The legislative frameworks and compliance obligation of a leader in supporting mental health and mitigating risks.

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KEY LEARNING OUTCOMES CONTINUED:

- Raising awareness of “duty of care” and WHS responsibilities of management.
- Implementing an effective psychosocial risk management process.
- Strategies to mitigate risk and ensure effective control measures are in place for psychosocial hazards in the workplace.
- The guided principles when managing an employee with a known diagnosis.
- Increasing skills and confidence in managing an employee with a known diagnoses and the wider team, strategies in making a referral and awareness of resources within the community.
- Workplace adjustments that will support recovery and return to work plans.
- Increasing awareness and confidence in developing a recovery and return to work plan.

WHO SHOULD ATTEND?

- All leaders, managers, teams and workplace personnel.
- For optimal interaction and group discussions it is recommended that no more than 12-14 staff participate in the course. The material may trigger sharing of personal experiences and sensitive information so small groups will help create a safe environment for staff to openly share their experiences, challenges and insights.

PROGRAM INCLUSIONS:

- Workshop notes capturing key details, concepts and tools
- Insights to action worksheet to inspire and motivate changed thinking and behaviour.

DURATION:

- 2 hours per module.
- The workshops have been designed to be delivered in modules either face to face or online. For optimal learning and staff interaction face to face is recommended where possible, however modules can be adjusted to suit online delivery.

PROGRAM PREREQUISITES:

There are no prerequisites for this program. Participants are advised to bring relevant workplace examples and challenges that they can focus on throughout the program.

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DETAILED PROGRAM OUTLINE:

Modules can be delivered in sequential order or in isolation depending on the depth of training that is required and the existing skills and knowledge of the organisation, the management team and employees.

For best practice and a holistic approach, it is recommended to run all four modules. However, if there are budgetary constraints or organisations prefer to run individual modules only then the target audience for each model is as followed:

- Module 1: All Staff (Senior Exec, Managers, Team Leaders and Employees)
- Module 2: Senior Executives, Managers and Team Leaders
- Module 3: Managers and Team Leaders
- Module 4: Managers and Team Leaders

Module 1: Understanding and Recognising Mental Health

- To increase awareness about depression, anxiety and related disorders.
- To increase awareness of treatment and support options.
- To understand the relationship between mental health and the workplace.
- To recognise the psychosocial hazards in the workplace.
- To understand that mental health encompasses more than mental illness and understand the concept of a mentally healthy workplace.

Module 2: Compliance and Regulatory Obligations

- To raise awareness into the legal and regulatory obligations of organisations, employers and employees in managing psychosocial hazards in the workplace.
- To understand the cost benefit of having appropriate Risk Management Process in place.
- To gain knowledge and understanding into the Risk Management Process of psychosocial hazards.
- To understand their duty of care in managing the psychosocial hazards.

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Module 3: Talking To Your Employees

- To increase skills and confidence to approach an employee you are concerned about.
- To identify key principles to consider when managing a staff member with a known diagnosis of depression or anxiety.
- To understand the boundaries of their role in the workplace.

Module 4: How To Support Recovery and Return to Work

- To understand the duty of care to concerned individuals as well as the team's health and wellbeing.
- Understand the difference between recovery and return to work.
- To raise awareness of the reasonable adjustment options.
- To increase skills and confidence in formulating a recovery and return-to-work plan.