



Creating mentally healthy workplaces

Melissa Williams, Workplace Engagement Manager, *beyondblue*



Australian Government
National Mental Health Commission



Australian
Chamber of Commerce
and Industry



safe work australia



Mental Health
Australia



Business Council
of Australia



Australian Government
Comcare

SUPPORT IS AVAILABLE

beyondblue Support Service



1300 22 4636



Email or



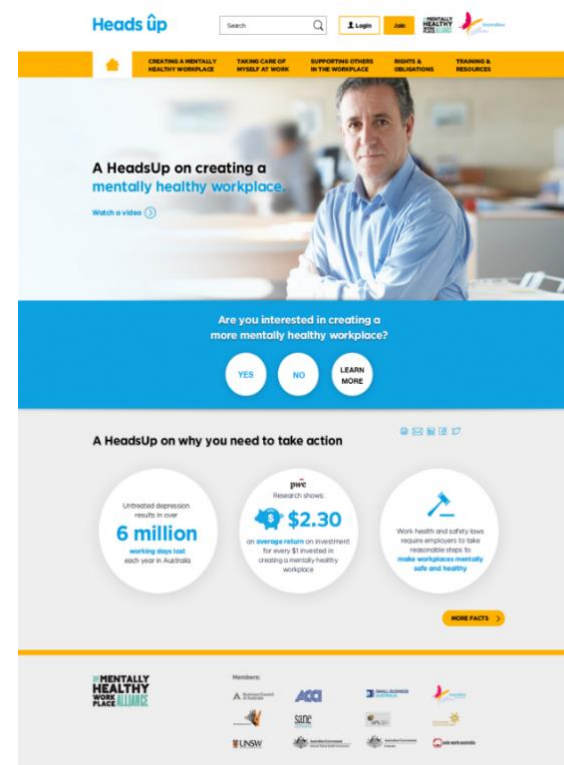
chat online

www.beyondblue.org.au/getsupport



THE WEBSITE

- “ A central point for businesses
- “ Simple, practical, FREE
- “ Resources for all individuals
(leaders, business owners, HR, OHS, managers, frontline staff)
- “ Case studies, videos, tools, fact sheets, brochures, booklets
- “ Key Tool - Heads Up Action Plan



HeadsUp
Better mental health in the workplace

**THE MENTALLY
HEALTHY
WORK
PLACE ALLIANCE**



AGENDA

1. **Why workplace mental health is important**
2. What is a mentally healthy workplace?
3. Taking care of yourself and supporting others in the workplace
4. Creating a mentally healthy workplace and resources
5. Questions



Anxiety, depression and suicide

AROUND
2 MILLION PEOPLE
IN AUSTRALIA
LIVE WITH
ANXIETY



AROUND
1 MILLION PEOPLE
IN AUSTRALIA
LIVE WITH
DEPRESSION



NEARLY
8 AUSTRALIANS
DIE BY SUICIDE
EVERY DAY
6 OF WHOM ARE MEN



1 IN 3
WOMEN 
& **1 IN 5**
MEN 

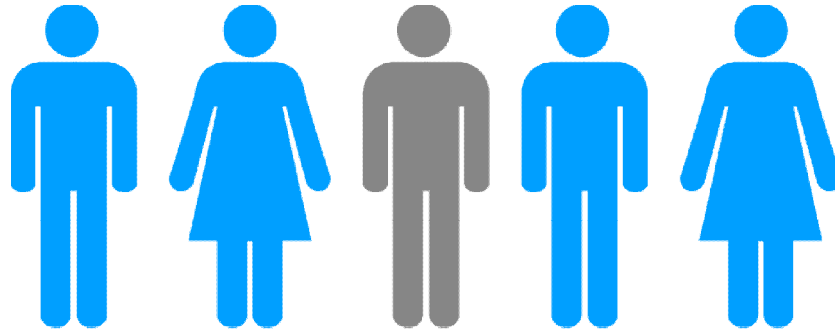
ARE LIKELY TO EXPERIENCE
ANXIETY IN THEIR LIFETIME

1 IN 6
WOMEN 
& **1 IN 8**
MEN 

ARE LIKELY TO EXPERIENCE
DEPRESSION IN THEIR LIFETIME



**IGNORING MENTAL HEALTH IS A
MAJOR ISSUE FOR AUSTRALIAN BUSINESS**



**POOR MENTAL HEALTH IS LIKELY
TO AFFECT 1 IN 5 EMPLOYEES**

Heads up
Better mental health in the workplace

**THE MENTALLY
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WORK
PLACE ALLIANCE**



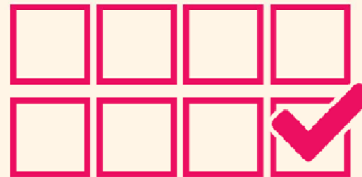
POOR MENTAL HEALTH COSTS
AUSTRALIAN BUSINESSES
\$10.9 BILLION

EVERY YEAR IN LOST PRODUCTIVITY,
ABSENTEEISM AND COMPENSATION CLAIMS



 **MENTALLY HEALTHY**
WORKPLACES ARE MORE
 **PRODUCTIVE**
&
 **PROFITABLE**

**MENTALLY
HEALTHY
WORKPLACES
ARE
EMPLOYERS
OF CHOICE**



**POOR MENTAL HEALTH
IS LIKELY TO AFFECT**

1 IN 5 
EMPLOYEES

BUSINESSES ACHIEVE AN AVERAGE

\$2.30 **RETURN ON
INVESTMENT**
FOR EVERY \$1
INVESTED IN

**EFFECTIVE
MENTAL
HEALTH
INITIATIVES**



AGENDA

1. Why workplace mental health is important
- 2. What is a mentally healthy workplace?**
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WHAT IS A MENTALLY HEALTHY WORKPLACE?

A 'mentally healthy' workplace...

- ✓ Has a positive workplace culture
- ✓ Minimises workplace risks related to mental health
- ✓ Supports people with mental health conditions appropriately
- ✓ Reduces stigma and discrimination.

WHAT IS A MENTALLY HEALTHY WORKPLACE?

The Mental Health Continuum



HEALTHY WORKPLACES UNDERSTAND SIGNS AND SYMPTOMS

Physical

- Disturbed sleep
- Appetite changes
- Sick and run down
- Fatigue

Feeling

- Overwhelmed
- Indecisive
- Lacking confidence
- Irritable

Thinking

- Negative thinking patterns
- Hopeless, helpless and worthless
- Suicidal thoughts


Behavioural




- Poor concentration
- Reduced Productivity
- Alcohol and other drug use
- Social withdrawal


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TAKING CARE OF YOURSELF AT WORK








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
[About us](#) | [FAQ](#) | [Contact us](#)

 [CREATING A MENTALLY HEALTHY WORKPLACE](#)


 [TAKING CARE OF YOURSELF AT WORK](#)

 [SUPPORTING OTHERS IN THE WORKPLACE](#)

 [RIGHTS AND RESPONSIBILITIES](#)

 [TRAINING AND RESOURCES](#)

[Home](#) > [Taking care of yourself at work](#) > [Talking about a mental health condition at work](#)




Talking about a mental health condition at work

Should I tell my employer?

Choosing whether to tell your employer or colleagues about your mental health condition is a personal decision that's different for everyone. You don't have to let your employer know, but it can be useful if you need some support at work or changes to your role.

[FIND OUT MORE >](#)



**WEIGH UP THE
PROS AND CONS**

Weighing up the pros and cons

If you're considering telling others at work, we can help you weigh up the pros and cons. It can sometimes be hard to know what to do, especially if it already seems like there's too much going on. This three-step tool is designed to help you weigh up all the issues.

[CHECK OUT THE TOOL >](#)

How to talk about it

Planning what you're going to say with someone you trust can be really useful. How much detail you share with your employer is up to you – they only need enough information to be able to support you.

[FIND OUT MORE >](#)





Taking care of your mental health in the workplace

A guide for employees



www.headsup.org.au

LOOKING AFTER YOURSELF AT WORK

Managing emotional risks

- ✓ Seek / offer to discuss concerns
- ✓ Provide / undertake training on managing difficult situations
- ✓ Seek / offer debriefing on a regular basis
- ✓ Seek / ensure clear processes and procedures around managing stressful situations

SUPPORTING OTHERS IN THE WORKPLACE

 **CREATING A MENTALLY HEALTHY WORKPLACE**

TAKING CARE OF YOURSELF AT WORK

SUPPORTING OTHERS IN THE WORKPLACE

RIGHTS AND RESPONSIBILITIES

TRAINING AND RESOURCES



Home > Supporting others in the workplace

Supporting others in the workplace

Are they OK?

If you're concerned about a colleague, learning more about the signs and symptoms of depression and anxiety is a good place to start. It's not your role to provide a diagnosis or counselling – that's what health professionals are for – but you can encourage them to seek support and let them know you're there to help.

FIND OUT MORE >

Having a conversation

"How do I go about asking 'Are you OK?'" "What if I say the wrong thing?"

For some people, uncertainty about how the conversation might pan out or fear of causing offence can prevent them talking to someone they're concerned about.

Checking in with someone often gives them the confidence they need to seek support.

FIND OUT MORE >



Supporting a colleague

We spend almost every day with our colleagues, so we're in a good position to spot changes in their mood or behaviour. Maybe they're struggling with deadlines or coming to work late most days when you know they're usually a stickler for punctuality. Or perhaps they're turning down invitations to lunch or after-work drinks when they normally enjoy socialising. There are a number of things you can do to if you're concerned about a colleague.

FIND OUT MORE >


Supporting a direct report

If someone in your team is experiencing depression and/or anxiety, the way you respond and the level of support you're able to offer is crucial. From the first conversation through to developing a collaborative plan to help them stay at or return to work, managers have a central role to play.


FIND OUT MORE >

HAVING A CONVERSATION

- “ Plan what to say
- “ Have a conversation
- “ Listen carefully
- “ Offer support
- “ Maintain privacy

 **Choosing to act** [home](#) [take action](#)


1. What's the situation?



Christina has been having a tough time.

Her colleagues at the pharmacy, Emily and Mary have noticed that she is not her usual self.

Play the video to see what happens.

 [View transcript](#) [continue](#)

SUPPORTING OTHERS

Support is available

- ✓ *beyondblue* website
- ✓ Heads Up website
- ✓ *beyondblue* Support Service
- ✓ GP . Medicare mental health care plans
- ✓ Employee Assistance Programs (EAP)



Call
1300 22 4636
24 hours a day,
7 days a week



Chat online
3pm to 12am
(AEST)
7 days a week



Email us
Get a response in
24 hours



AGENDA

1. Why workplace mental health is important
2. What is a mentally healthy workplace?
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CREATING A MENTALLY HEALTHY WORKPLACE


- ✓ Ensure leadership commitment
- ✓ Communication & collaboration
- ✓ Assess the current situation- recognise gaps (use supporting data) and acknowledge your challenges and opportunities
- ✓ Develop an action plan addressing key areas of focus:
 1. Raise awareness & reduce stigma
 2. Support people with mental health conditions
 3. Manage mental health risks in the workplace
- ✓ Monitor and evaluate


STEPS TO SUCCESS


- 1 Raise awareness and reduce stigma
- 2 Support people with mental health conditions
- 3 Minimise risks associated with mental health


CREATING A MENTALLY HEALTHY WORKPLACE


1. Raise awareness and reduce stigma

 CREATING A MENTALLY HEALTHY WORKPLACE

 TAKING CARE OF YOURSELF AT WORK

 SUPPORTING OTHERS IN THE WORKPLACE

 RIGHTS AND RESPONSIBILITIES

 TRAINING AND RESOURCES

[Home](#) > [Creating a mentally healthy workplace](#) > [Getting started](#)

DOWNLOAD YOUR STARTER PACK >




Develop a plan


There's no right or wrong approach when it comes to developing and implementing a strategy for better workplace mental health. Some businesses might decide to focus on one or two actions, while others opt to put together a more comprehensive plan. Remember to ask your employees for feedback on what the business is doing well and where you could improve.


The Heads Up action plan tool lets you create a tailored strategy for your business. You can allocate responsibility for different actions to people across your organisation and set timeframes for implementation to help you stay on track.


> [Start your Heads Up action plan](#)


Name


 Content for newsletter or web


 Creating a mentally healthy workpl...


 Email to managers template


 Email to staff template


 Heads Up A3 poster

 Heads Up email signature_210x125px

 Speaking notes

 Starter pack checklist

 Taking care of your mental health i...

 TNS staff email

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TOOLBOX TALKS TRAINING PACKAGE



3 x 5-minute toolbox talk sessions (one for each topic) on:

- 1. About anxiety and depression**
- 2. The relationship between the workplace and mental health**
- 3. Taking action to support someone at work**

The training uses videos, case studies and individual and group activities to guide learning.

CREATING A MENTALLY HEALTHY WORKPLACE

2. Support people with mental health conditions

Consider strategies best suited to your organisation

- “ Training
- “ Create an environment where people feel comfortable disclosing if they are struggling
- “ Make reasonable adjustments for staff with mental health conditions to enable them to stay at or return to work
- “ Ensure that a range of support services are available and promoted (eg EAP, *beyondblue* support service)



CREATING A MENTALLY HEALTHY WORKPLACE

3. Minimise risks related to mental health

“ Identify risk factors:

WORK DEMANDS	JOB CONTROL	SUPPORT
MANAGING CHANGE	MANAGING RELATIONSHIPS	RECOGNITION & REWARD
ORGANISATIONAL JUSTICE	ROLE CLARITY	

- “ Identify strategies to address risks and consider a holistic approach- use the Heads Up action plan tool to assist.
- “ Monitor and evaluate the effectiveness of your strategies- continuous improvement

Action Plan Tool

1. IDENTIFY AND EVALUATE PRIORITY AREAS

2. IMPLEMENT ACTIONS

3. REVIEW AND SHARE

The screenshot displays the 'Heads Up' website interface. The top navigation bar includes the 'Heads Up' logo, a 'Mentally Healthy Workplace' logo, and a 'beyondblue' logo. Below this is a yellow navigation bar with links: 'CREATING A MENTALLY HEALTHY WORKPLACE', 'TAKING CARE OF YOURSELF AT WORK', 'SUPPORTING OTHERS IN THE WORKPLACE', 'RIGHTS AND RESPONSIBILITIES', and 'TRAINING AND RESOURCES'. A secondary navigation bar below this contains 'ACTION PLAN', 'MENTAL HEALTH IN THE WORKPLACE', 'THE BUSINESS CASE', 'TAKING ACTION', 'SMALL BUSINESSES', and 'CASE STUDIES'. The main content area is titled 'Identify priority areas' and includes a sub-header '1. Increasing awareness and reducing stigma'. The form asks 'How aware is your organisation/team of the following...' and provides a scale from 1 (Low) to 3 (High) for four categories: 'Mental health conditions', 'Roles and responsibilities relating to mental health in the workplace', 'Benefits of mentally healthy workplaces', and 'Your business' commitment to a mentally healthy workplace'. The current selection for each category is 1, 2, 2, and 3 respectively.

Heads Up

MENTALLY HEALTHY WORKPLACE

beyondblue

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CREATING A MENTALLY HEALTHY WORKPLACE

TAKING CARE OF YOURSELF AT WORK

SUPPORTING OTHERS IN THE WORKPLACE

RIGHTS AND RESPONSIBILITIES

TRAINING AND RESOURCES

ACTION PLAN MENTAL HEALTH IN THE WORKPLACE THE BUSINESS CASE TAKING ACTION SMALL BUSINESSES CASE STUDIES

Home > Creating a mentally healthy workplace > Action plan > Identify priority areas

Identify priority areas

Answer the questions below to identify priority areas for your workplace. Information to help you might include staff surveys, informal feedback and absenteeism rates.

1. Increasing awareness and reducing stigma

How aware is your organisation/team of the following...

Awareness level

Mental health conditions ①

1 2 3

Low High

Roles and responsibilities relating to mental health in the workplace ①

1 2 3

Low High

Benefits of mentally healthy workplaces ①

1 2 3

Low High

Your business' commitment to a mentally healthy workplace ①

1 2 3

Low High

EDUCATIONAL RESOURCES



Training programs

Check out the range of training programs available and find something to suit your business. Many of these courses can be tailored to your specific requirements - contact the provider directly to find out more about what's on offer, costs and how to book.

[FIND A TRAINING PROGRAM >](#)

Online programs

Developed by *beyondblue*, these free online resources are designed to increase understanding of mental health in the workplace and provide practical strategies to support individuals. Each resource takes up to 20 minutes to complete and can be used on desktop computers, laptops, tablets and smartphones. Work through the modules at your own pace, or choose a couple and get together as a team to complete them.



[FIND OUT MORE >](#)

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Heads ûp

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