

8 STEPS TO EXCELLENCE IN MENTAL HEALTH

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For a detailed checklist of actions, practical resources for each step, and a range of best practice case studies, download the full BITC Mental Health Toolkit for Employers

1. MAKE A COMMITMENT

- *Make a pledge*
- *Appoint a 'Mental Health Champion'*
- *Lead from the top*

- *Understand your legal obligations*
- *Employee surveys*
- *Set your goals*
- *Build your programme*
- *Communicate it to employees*

2. BUILD YOUR APPROACH

3. POSITIVE CULTURE

- *Set effective, positive management standards*
- *Encourage healthy behaviours*
- *Use Five Ways to Wellbeing*
- *Sign up to One You*

- *Get the structure in place*
- *Offer training on mental health*
- *Transform the role of line managers*

4. SUPPORT AND TRAINING

5. MANAGING MENTAL HEALTH

- *End the silence*
- *Open the conversation*
- *Adopt standards on stress*
- *Develop Wellness Action Plans*

- *Spot the signs*
- *Manage sensitive conversations*
- *Know what to offer*

6. PROVIDE THE RIGHT SUPPORT

7. HELP PEOPLE RECOVER

- *Understand your obligations*
- *Know the resources*
- *Follow the recommended protocols*
- *Record sickness absences*

- *Measure success*
- *Refine your approach*
- *Celebrate achievements*

8. GOING FURTHER

- *Enjoy happier, healthier staff; greater productivity, morale and retention; and reduced absence*

HOW IS YOUR ORGANISATION DOING?

Take the National Employee Mental Health Survey