MASTERCLASS SERIES

—

Managing Mental Health in the Workplace– What you need to know

Overview

This interactive program will provide participants with key principles, processes and skills related to managing mental ill health in the workplace. Participants will explore strategies around privacy and confidentiality considerations, mitigating possible adverse actions or discrimination, identifying reasonable adjustments as well as early interventions and performance management.

Designed for

Business Owners or Managers;
Senior Human Resource Managers

Program Duration: Half day (9am to 1pm)
Max Participants: 6
Investment: $395.00 plus GST

Content

Topics addressed include:

Legislative Requirements;
- Privacy and confidentiality considerations
- Ensuring the employee continues to be treated fairly and in a non- discriminatory manner

Approaching a Sensitive Conversation;
- Planning your conversation
- What are reasonable questions to ask?
- Using appropriate body language and pacing to create a supportive and a safe environment
- Identify possible reasonable adjustments to enable them to be productive again

Managing Performance Issues;
- Applying the performance management process
- What if the employee discloses a mental ill health issue? What if they don't?
- Preparing a performance improvement plan
- Making reasonable adjustments timeframes
- Documenting an agreed way forward

Other Resources or Assistance Available;
- Useful services and links

Learning outcomes

At the conclusion of the workshop participants should:

- Understand and comply with legislative requirements
- Be more confident to plan, initiate and conduct a conversation around an employee's mental health
- Be more aware of creating a safe and supportive environment through appropriate use of empathy, listening skills and providing options
- Be able to identify reasonable adjustments to the employee's role
- Be more confident when undertaking performance management with an employee whether their mental ill health is (un)disclosed or not
- Have greater awareness of support and resources available

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