

WORKPLACE MENTAL HEALTH PROGRAM
MAY 4, 2017

Mental Wellness, Explore the Journey





Workplace Mental Health Program

The County of Bruce is launching a Workplace Mental Health Program (WMHP) for all staff with a focus on prevention, intervention, recovery and return to work. The program provides support to staff dealing with mental health issues related to work or not, which allows for a culture with a supportive mental health environment.

And so, the journey begins. The first year of the implementation will focus on building awareness of mental health in the workplace. In the course of the first year, feedback from staff will support the ongoing development and refinement of the County's WMHP. At the end of that year, the program will be reviewed for improvements/enhancements to the document. Council will be presented with a WMHP that is based on broad feedback from County workers and responds to concerns at both the corporate and frontline levels.

Approved By

Ms. Kelley Coulter – Chief Administrative Officer



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Introduction

The Senior Management Team (SMT) of the Corporation of the County of Bruce (The County) is committed to addressing Mental Health & Wellness in our workplace. This prevention plan outlines a holistic approach to addressing Mental Health and the focus of this plan is to establish foundational elements based on the framework below. Specifically, this plan highlights our prevention, intervention and recovery, and return to work policies and practices. The County's Workplace Mental Health Program (WMHP) has an associated Post Traumatic Stress Disease (PTSD) Prevention Plan which is separate from this plan.

A psychologically healthy and safe workplace is one that promotes workers' psychological well-being and actively works to prevent harm to worker's psychological health due to negligent, reckless, intentional or unintentional acts, when reasonably practical.

The WMHP reflects the County's mission:

Bold & Beautiful Bruce County...
A healthy, caring community of prosperity and innovation.

The WMHP is part of the Bruce County Health and Safety Program which states that the County believes that occupational health and safety is the promotion and maintenance of the physical, mental and overall well-being of workers. This includes reducing work-related injury, illness, stress and disability by addressing the workplace. The Health and Safety Program integrates the following three pillars:

- Health and Wellness Program
- Workplace Mental Health Program
- Physical Work Environment

The following strategies to promote workplace mental health have been adopted as goals of the WMHP:

- Building greater awareness and understanding of mental health among the workforce,
- Fostering safe & supportive work cultures,
- Reducing stigma, and;
- Elevating resiliency of staff.

It is identified that it is a shared responsibility of employees and the organization as a whole to promote and enhance working relationships consistent with the principles of mutual respect, confidentiality and cooperation. This is a living document which will be updated as our organization explores our journey of mental wellness in our workplace.



Prevention Focus Area

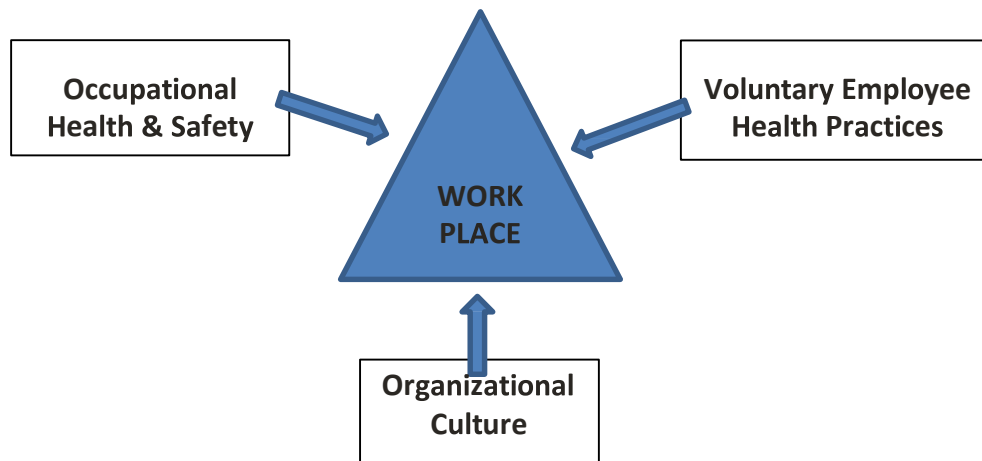
Prevention focuses on outlining the basic elements of occupational health and safety management such as understanding legal responsibilities, recognizing, assessing and controlling the hazard, developing policies and procedures, outlining roles and responsibilities, and incident reporting procedures in an organization. The goal is to establish or integrate mental health & wellness prevention practices for the promotion of a healthy and safe workplace that actively works to prevent harm to a worker's mental health.

Intervention Focus Areas

A workplace is not always part of the problem, but can always be part of the solution. Intervention focuses on outlining actions that can be taken to improve a situation for staff dealing with mental health issues. This includes ensuring that workers know how to report work-related psychological injuries when they occur and feel supported in doing so. It also highlights intervention options that are evidence based and that can be utilized in organizations.

The workplace is enhanced when there is success in the integration of:

- Occupational Health & Safety,
- Voluntary Employee Health Practices, and
- Organization Culture.



The approach to achieve this integration is through:

- Awareness Raising,
- Education / Skill Building,
- Environmental Support, and
- Policy Development.

The County recognizes that early intervention is important for the effective treatment and prevention of Mental Health Illness and work-related psychological injuries. For exposure to severe traumatic events, please refer to the PTSD Prevention Plan. Monitoring or screening workers on a routine and continual basis for changes in workplace performance and/or behavior may indicate signs and symptoms of changing mental health or illness.



Mental illnesses are more likely to come up during times of stress or uncertainty, which can be part of many people's jobs. However, life stress outside of work can also affect mental health, which may then affect a person at work.

The SMT, Managers, and Supervisors are expected to know that mental illnesses are health problems that affect the way people think about themselves, relate to others, and interact with the world around them. The illness can affect their thoughts, feelings, abilities and behaviours. Symptoms are not the same for all mental health diseases. It is most important to know that changes in people can be a result of mental health instability and as a leader, understanding each mental health illness is not expected, rather the ability to advise the worker of symptoms present in the workplace and providing information on what help is available is required.

The County has the following staff support interventions in place to assist staff with dealing with personal psychological conditions or exposure to psychological factors in the workplace that result in an illness or injury.

- Co-workers can offer social and/or emotional support to each other at times of a traumatic event. This support is not professional in nature.
- Employee Assistance Program (EAP)
 - Contact information for EAP is available on the County's intranet
 - Listed under "Important Links".
 - Available to eligible employees and their families.
 - Please refer to PTSD Prevention Plan for 1st responder or other staff who experience an emotional, psychological & physiological exposure to a traumatic or extremely psychologically distressing event.
- HopeGreyBruce - Mental Health & Addictions Services
 - Mental Health & Addictions programs across Grey-Bruce
 - Available to Grey-Bruce residents greater than 16 years old with serious mental health illness at no cost.
 - (519)371-2390
- Canadian Mental Health Association
 - Grey/Bruce Branch - available 24/7
 - Available to anyone.
 - 1-877-470-5200 or (519)-371-3642
 - One:one support or crisis intervention for groups
- Employees are advised to seek medical intervention from their family physician or their local hospital's emergency department as required.

How can I help a co-worker?

Different mental illnesses have different symptoms, and people experience the same mental illness in very different ways. Some people may hide their symptoms, and some people may work well despite symptoms. If you've noticed changes and are concerned about a co-worker, it's best to express concern without making assumptions.



If a co-worker is experiencing a mental illness, it's best to let them decide what and how much they tell others in the workplace. However, you can still offer support. Let your co-worker know that you're there to listen without judgement, and make your co-worker feel like they're still part of the team.

Here are more tips for supporting a co-worker:

- Ask how you can help—and respect your co-worker's wishes.
- Continue to include your co-worker in the workplace's usual activities.
- Depending on your relationship, you can still keep in touch with a co-worker who takes time off.
- When a co-worker returns to work after time off due to a mental illness, make them feel welcome and appreciated. Saying nothing because you're worried about saying the wrong thing can make your co-worker feel worse.
- Advocate for healthy workplaces. Support the mental health awareness campaigns in the workplace and be part of a positive workplace culture supporting all staff with mental health and wellness challenges.

Recovery and Return to Work Focus Area

Recovery and Return to Work is a focus area and ensures that managers and supervisors understand how to accommodate a worker who is suffering from psychological conditions or work-related psychological injuries. There are clearly established roles and responsibilities for supporting workers through this process which are outlined in the organizations procedures. Recovery and return to work is an important aspect of preventing future or further injury.

Recovery

Some workers with psychological conditions will require time off work for treatment. Some may be able to be accommodated with alternate work while they receive treatment. Workers will be supported during their recovery and are encouraged to find a trusted treatment provider and connect with them early.

- Psychotherapy can help with better understanding one's self, one's behaviors, motivations, patterns and relationships. Psychotherapy can facilitate change and growth through new awareness and insight, but it can also lead to greater wisdom, compassion, courage, and connection to self or, others.
- Evidenced based therapy options may require a trial & error approach as not all therapies work for everyone:
 - Counselling - one:one or group
 - Cognitive Behaviour Therapy
 - Medications
 - Alternative Therapies (dogs, horses, acupuncture, art/music therapy)



Return to Work

The County has a well-defined return to work program for workers on approved medical and WSIB leaves of absences. The program outlines the responsibilities of the SMT, leadership roles and workers. Staff are trained according to the procedures in place. Employees returning to work from a leave caused by diagnosed psychological conditions are supported in the same manner and it is identified that each situation is different and unique.

The Employee Relations & Wellness Specialist will consult with the injured/ill worker, treating health professional, and WSIB representative and supervisor to coordinate a return to work plan and accommodate the employee according to operational practices.

Goals and Objectives

The goal of the plan is to provide the Chief Administrative Officer, Senior Management Team (SMT), Directors, Supervisors, Managers, and Workers clarity on how The County is addressing Mental Health illness prevention, intervention and recovery, and return to work in our organization.

The specific objectives of the plan are to:

- Raise awareness to promote a culture of supporting mental health in the workplace for all staff; and, that staff understand how to access help available to them. Regular evaluation of the WMHP that is based on broad feedback from County workers which responds to concerns at both the corporate and frontline levels will allow for improvements to the program.
- Review organizational current state and establish a strategy that helps to protect and promote psychological safety and health in the workplace.
- Establish policies and procedures to support Mental Health and Wellness
- Explain how to identify and respond to psychological conditions and work-related psychological injuries in the workplace.
- Establish roles and responsibilities within the organization.

Psychosocial Factors in the Workplace

Psychosocial factors are elements that impact employees' psychological responses to work and work conditions. The factors are interrelated and therefore influence one another and impact organizational health, the health of individual employees and the financial bottom line, including the way work is carried out and the context in which work occurs. Assessing these factors through a staff survey will allow the organization to obtain an objective assessment of the workplace. The factors are:

- **Psychological Support** - A work environment where coworkers and supervisors are supportive of employees' psychological and mental health concerns, and respond appropriately as needed.
- **Organizational Culture** - A work environment characterized by trust, honesty and fairness.



- **Clear Leadership & Expectations** - A work environment where there is effective leadership and support that helps employees know what they need to do, how their work contributes to the organization, and whether there are impending changes.
- **Civility & Respect** - A work environment where employees are respectful and considerate in their interactions with one another, as well as with customers, clients and the public.
- **Psychological Competencies & Requirements** - A work environment where there is a good fit between employees' interpersonal and emotional competencies and the requirements of the position they hold.
- **Growth & Development** - A work environment where employees receive encouragement and support in the development of their interpersonal, emotional and job skills.
- **Recognition & Reward** - A work environment where there is appropriate acknowledgement and appreciation of employees' efforts in a fair and timely manner.
- **Involvement & Influence** - A work environment where employees are included in discussions about how their work is done and how important decisions are made.
- **Workload Management** - A work environment where tasks and responsibilities can be accomplished successfully within the time available.
- **Engagement** - A work environment where employees feel connected to their work and are motivated to do their job well.
- **Balance** - A work environment where there is recognition of the need for balance between the demands of work, family and personal life.
- **Psychological Protection** - A work environment where employees' psychological safety is ensured.
- **Protection of Physical Safety** - A work environment where management takes appropriate actions to protect the physical safety of employees.

The following issues affecting employee mental health fall under one or multiple psychosocial risk (PSR) factors. When the psychosocial factors in the workplace are in balance then the organization and employees experience the benefits of a mentally healthy work environment. When imbalance is experienced for a prolonged period of time the following issues in the workplace that affect employee mental health may appear.

Stigma and Discrimination - Stigma is a personal attitude and belief that negatively labels a group of people, such as those with mental illness. Stigma creates fear and consequently results in discrimination which discourages individuals and their families from getting the help they need.

Stress - Stress refers to potentially negative physical or mental tensions experienced by a person. A stressor is any event or situation that an individual perceives as a threat; precipitates either adaptation or the stress response. Stress can come from both good and bad experiences, so the effects of stress can be positive or negative. Stress is not all bad - without stress, there would be no productivity or engagement. Stress becomes a problem when individuals are not able to handle an event or situation and become overwhelmed.



Demand/control and effort/reward relationships - Major causes of job stress come from problems with conflicts in **demand vs. control** as well as **effort vs. reward**. When the demand and control an employee has at work changes, stress results if either factor is not increased or decreased proportionately. The same is true for the relationship between effort and reward. Changes to the organization can make for a more mentally healthy workplace, especially when employees feel appropriately rewarded for their effort and in control of their work.

Presenteeism - Presenteeism is the action of employees coming to work despite having a sickness that justifies an absence, therefore they are performing their work under sub-optimal conditions. When employees come to work not mentally present due to an illness, extreme family/life pressures or stress, they are not giving themselves adequate time to get better. Presenteeism can occur because employees feel

- they cannot afford to take the day off
- there is no back-up plan for tasks the individual is responsible for
- when they return to work, there would be even more to do
- committed to personally attending meetings or events
- concerned about job insecurity related to downsizing or restructuring

Job Burnout - Job burnout is a state of physical, emotional and mental exhaustion caused by long-term exposure to demanding work situations. Burnout is the cumulative result of stress. Anyone can experience job burnout. However, professions with high job demands and few supports can increase the prevalence of burnout and reduce engagement. Helping professions, such as jobs in health care, teaching or counseling, often have high rates of burnout.

Burnout has three main characteristics:

1. exhaustion (i.e. the depletion or draining of mental resources)
2. cynicism (i.e. indifference or a distant attitude towards one's job)
3. lack of professional efficacy (i.e. the tendency to evaluate one's work performance negatively, resulting in feelings of insufficiency and poor job-related self-esteem)

Harassment, Violence, Bullying and Mobbing - Most people think of violence as a physical assault. However, workplace violence is a much broader problem. It is any act in which a person is abused, threatened, intimidated or assaulted in his or her employment. The County has a "Violence in the Workplace Policy" in place.



Substance Use, Misuse and Abuse at Work - Substance use, misuse, abuse and coping strategies can have a significant impact on mental health at work. Addictions and mental health conditions are often coupled (called a concurrent disorder). However, it is often the addiction that first gets noticed, especially in the workplace. Generally, substance use becomes a problem when an individual has lost control over their use and/or continues to use despite experiencing negative consequences. Employers should look for warning signs that indicate an employee may be struggling with substance abuse. Some signs of substance abuse are similar to those caused by increased stress, lack of sleep and physical or mental illness. Don't assume that an employee has a substance abuse problem; however, ignoring warning signs will only make the problem worse if someone is indeed struggling.

If signs and symptoms of psychosocial risk factors are found to be present, it is expected that the Director, Manager or Supervisor will:

- Keep the communication lines open with the worker and ask how they or other team members can provide support to the worker. If the worker is not ready to talk wait for them to open up. If they do start to share, do not interrupt, it is often difficult for people with mental illness to ask for help, particularly if there is a concern about stigmatization.
- Deal with signs and symptoms directly and as soon as possible. If signs and symptoms are recognized, it is best to open the dialogue and provide support so that the worker knows they are supported in the workplace.
- Provide information about the options the worker has to address their mental illness. Help the worker access support and help resources, if they request or need assistance.
- Encourage the worker to talk to someone they trust about what has happened, this could be a co-worker, family members, friends, EAP provider, physician or a manager/supervisor.

Legal Requirements

At the County, we understand that we have a legal requirement under the Occupational Health and Safety Act to “take every precaution reasonable in the circumstances for the protection of a worker” - Section 25(2)(h). Employers and supervisors are required to inform all workers about hazards on the job and provide training to employees on how to prevent these hazards and protect themselves from harm. Workers are also required to follow policies and procedures set out by the employer.

It is also important that workers understand that Section 43 of OHSA identifies municipal and healthcare sector employees who have a limited right of refusing work and while it is understood that at times this work is difficult, it is an inherent part of the scope of work within the responsibility of some workers.



Organizational Practices Supporting WMHP

The County has developed the following practices to support the WMHP:

- Psychological Health and Safety Policy
- Organizational Anti-Stigma Culture
- Hazard Reporting
- Incident Reporting
- Recovery and Return to Work Policies and Procedures

Organizational Mental Health & Safety Policy

The County considers mental health, wellbeing, and psychological safety of its workers to be an important part of a productive, effective, and healthy workplace. Our organization has established a vision and program for a safe and secure workplace that promotes a psychological healthy and safe workplace.

The County's "Mental Health & Safety Policy" applies to all workers and outlines their specific roles and responsibilities. It is consistent with the principals of mutual respect, confidentiality and cooperation and supports the strategies and framework of the WMHP.

The County will continually strive to achieve physical and psychological health and safety performance that we are proud of, to earn the confidence of our employees, Counsel, partners and public.

Organizational Anti-Stigma Culture

The County is committed to fostering a workplace where our workers are protected from stigma associated with mental illness. Our organization will ensure that all workers are treated with respect and dignity. This includes those suffering from mental illness and those who support other workers suffering from mental illness.

Being treated differently because of a diagnosis related to mental illness is not acceptable and linking a stigma to any mental health illness is not acceptable in the workplace and is considered discrimination. Acts of discrimination towards an employee with a mental health illness is considered workplace harassment.

Discrimination: The way people living with mental illness are treated, intentionally or unintentionally, due to stigma. People with mental illness are often treated with disrespect, experiencing such behaviours as exclusion, bullying, aggression, ridicule and devaluation. Such discrimination can result in limits and barriers to many of life's opportunities. (Stigma and Discrimination/ Workplace mental health Promotion - www.cmhaontario.ca)

The County's Workplace Harassment policy must be reviewed for clear direction on the complaint process should an employee experiences discrimination related to mental illnesses. It also outlines roles and responsibilities of all staff. Harassment and acts of discrimination will not be tolerated and anyone who is found to be stigmatizing another individual may be subject to progressive disciplinary action.



Some examples of types of behaviour and acts that contribute to stigma include:

- Prejudicial attitudes and discriminating behaviour directed towards individuals with mental health issues.
- Trivializing or belittling people suffering from any mental health issue or mental health diagnosis itself.
- Insulting people who are suffering from any mental health issue.
- Patronizing people who are suffering from any mental health issue by treating them as if they are not as good as other people.
- Ostracizing people who are suffering with any mental health issue or their friends and supports.

Hazard Reporting

Exposure to a traumatic or extremely psychologically distressing event is identified as being a 'hazardous condition' for workers. The process for reporting exposure to workplace hazards for all workers, leaders and SMT is outlined in Policy CBHS-9 and as such reference to this policy is required in its entirety. Any such exposure will be reported, tracked and evaluated following the same procedure as other exposures to hazardous conditions.

Workers are required to verbally report exposure to event(s) as assessed by them to their supervisors/managers at the time of exposure to the workplace psychosocial factor(s). It is important to accept that each worker has individual responses to psychosocial factors in the workplace and each worker's resilience to the psychosocial factors is different. It is important to report symptoms at the time of awareness and to deal with the signs and symptoms directly and as soon as possible.

Incident Reporting

It is acknowledged that work-related psychological injuries/illnesses are rare and should a worker be diagnosed with this type of injury, this must be reported as a workplace illness to their supervisor immediately. At that time, a review of the workplace and contributing psychosocial factors will occur. A workplace illness related to psychological wellbeing will be tracked and evaluated using the same process as any other acquired workplace injury or illness and will be reported to WSIB.

For many reasons, a worker with signs and symptoms of a mental illness may not report their symptoms to the supervisor. Additionally, the worker may not be aware of the impacts of the mental health illness on their work performance. Should a Manager or Supervisor recognize signs and symptoms of a work-related psychological injury or mental illness in a worker, they are required to respond by following up with the worker at the time that signs and symptoms are identified. Should a co-worker report signs and symptoms related to a fellow worker, the Manager or Supervisor is required to follow up with the worker at that time.



The worker is responsible to fill out the “County of Bruce - Incident Report for Development of Signs & Symptoms or Diagnosis of a Work-Related Psychological Condition” whether there is lost time from work or not.

The worker will communicate medical information to a 3rd party medical leave advisor as contracted by the employer. This confidential information is required to support medical leave of absences if taken, up to and including return to work plan health information.

Notification of Injury/Illness

Following the notification of a work-related psychological injury/illness, Section 51 and 52 of the Occupational Health and Safety Act (OHSA) requires notification to the Ministry of Labour, Health & Safety Advisory Group or Health and Safety Representative (HSR) and trade union (if applicable) if an employee is disabled from performing their own work or receives medical attention resulting from an incident. The details required in these reports, and the parties who must be notified are based on the severity of the injury and are outlined in the OHSA, and in Section 5 of the Industrial Establishment Regulation. Of particular importance is the necessity in S.5(2)(j) to include steps to prevent further illness.

Reporting an injury/illness related to a worker’s psychological well-being through required channels is handled in the same manner as other injuries or illnesses. There are not special requirements set out by the WSIB at this time. When an injury or illness occurs, the employer must submit a Form 7 Report of Injury/Illness within 72 hours.

According to the WSIB Ontario policy 15-03-02 a worker is entitled to benefits for traumatic mental stress that is an acute reaction to a sudden and unexpected traumatic event arising out of and in the course of employment. A worker is not entitled to benefits for traumatic mental stress that is a result of the employer’s employment decisions or actions. Employees with psychological conditions are entitled to medical leave of absences and are required to validate absences according to corporate policy.

Accessing Treatment

Crisis Intervention Teams

There may be times when a worker requires crisis intervention due to exposure to certain traumatic events or a sudden change in personal mental health. It is encouraged that immediate help from a doctor and/or emergency room is accessed. These experiences may require support from a trained professional and initial can be coordinated through the Employee Assistance Program.

There may be a significant incident at work that impacts the psychological well-being of a number of workers that requires specialized crisis assistance. When required, the County will coordinate a crisis intervention response when exposure to work-related affects groups of workers or witnesses.

The Employee Relations & Wellness Specialist, or designate can be reached at (519)881-2952 to request for this crisis assistance. The Employee Relations & Wellness Specialist, or designate will arrange this support upon request from a director or substitute.



Employee Assistance Program

The County offers an EAP program to all eligible staff and their families. (See Appendix 1)

EAP is a confidential resource program which is available 24/7 to help workers and their dependents manage personal issues arising from work or at home. EAP can be contacted by calling anytime to speak with trained consultants who are available for immediate and short term assistance at no cost to the worker. The EAP provider contact information is provided to all eligible workers, is available upon request, and is accessible on the County's Intranet listed under "Important Links".

Community Support

Grey/Bruce Branch- Canadian Mental Health Association

- can link staff to support services and professions in the Grey Bruce area.
- available to help employees and their families 24/7 who are unable to cope, are depressed, or facing a mental health crisis.
- Contact Crisis Response Line at 1-877-470-5200 or go to nearest emergency room.

Crisis Services will help you through your immediate crisis (including the support of the Mobile Crisis Team and Crisis Assessment Team if required) and link you to supports in the community.

Hope Grey-Bruce

- Mental health & addictions support service
- Free to adults over 16 with significant mental health issues
- 519-364-7788
- Accessing professional medical intervention can begin at the Local Hospital Emergency Department or with a Family Doctor.

Awareness Training

Mental Health Awareness and Anti-Stigma Training

The County is committed to providing access to mental health and anti-stigma awareness information to the SMT, all Managers and Supervisors and Workers within the County. This will provide the skills to be able to support employees with mental distress in the workplace, understand their roles and responsibilities, and understand the strategies within the WMHP to work towards a mentally health workplace.

Our organization will develop, implement, and maintain the awareness training program so that all workers are familiar with the fact that mental illness and work-related psychological injuries can impact the job performance of a worker and that there are workplace psychosocial factors that impact the workplace. Changes to the WMHP will be communicated to all staff and will be highlighted during the annual MH Awareness campaigns.



All workers in the County will be provided an electronic copy of the WMHP and any revisions to the plan will be communicated during the annual mental health awareness campaigns. Staff are encouraged to review all communications related to the mental health program and education campaign. All newly hired workers will be informed of the WMHP & their related responsibilities. Access to the WMHP is available to all staff upon request or electronically via the Bruce County Intranet/Avanti. This plan is part of the County's Health & Safety Program.

Roles and Responsibilities for Prevention, Intervention, Recovery and Return to Work

This section outlines The County's specific roles and responsibilities regarding the prevention and management of mental illness in the work place and work-related psychological illness/injury.

Senior Management Team Roles

Our SMT will understand the impact that mental illness, and other occupational stress injuries have on the organization and are responsible to provide oversight for the WMHP. They will review the WMHP regularly and assign resources as required to support the plan. They will set the tone and lead by example, reducing stigma and encouraging conversations and take every reasonable precaution to protect workers.

Managers and Supervisors

Our Managers and Supervisors will understand the impact that mental illness, and other occupational stress injuries have on the organization and are responsible to provide leadership within their departments by enforcing the framework and strategies within the WMHP. They are responsible to follow up on psychosocial hazards in the workplace that they are made aware of. They will set the tone and lead by example, reducing stigma and encouraging conversations and take every reasonable precaution to protect workers and be prepared through training, coaching or other means to engage workers in discussions about psychological health and safety. They will implement the directions of the SMT related to the WMPH within the workplace.

Health & Wellness Committee

The Health & Wellness Committee will be consulted in the development of the WMHP and the continued evaluation of a mentally healthy workplace under the direction of the SMT. It will assist the organization, by recommending an action plan to the SMT to improve psychological health and safety across the organization based on the priorities identified by the SMT. The framework for evaluating the effectiveness of the WMHP will be used which will help identify controls that can be put in place to address psychological health and safety and organizational education needs. This committee will plan and implement annual Mental Health Awareness Campaigns as approved by SMT.



Health and Safety Committees

The Health & Safety Committee will be consulted in the development of the WMHP and the continued evaluation of a mentally healthy workplace. It will assist the organization by evaluating all hazardous exposures and work-related illness related to psychological conditions and forward recommendations for improvements. They will assist the Health & Wellness Committee with the annual Mental Health Awareness campaign.

Workers

Our Workers will:

- Participate in or access training and education about mental health, (resiliency, anti-stigma policies, etc.) by attending in-service training when able or by accessing electronic resources.
- Comply with policies, procedures and the WMHP program.
- Listen to coworkers and encourage accessing mental wellness interventions available if needed.
- Reduce stigma by participating in positive conversations.
- Identify and report personal workplace mental health and wellbeing issues to their supervisor.

Return to Work Coordinator

The Return to Work Coordinator will assist the injured/ill worker to remain at or return to work while they recover, while also ensuring that the workers return to work date is sensible, flexible and safe for the worker following the organizational procedures.

Unions

The union will be consulted about policies and procedures.

References

Canadian Centre for Occupational Health & Safety
Canadian Mental Health Association
First Responders First
Guarding Minds at Work
Mayo Clinic
Mental Health Commission of Canada
Not Myself Today
Occupational Health & Safety Act R.S.



APPENDIX

Employee Assistance Program

Current EAP Provider

- LifeWorks
- PTSD related support - please identify as a 1st Responder with PTSD symptoms and services from trained counsellor will be arranged

Call directly for assistance - 24/7

- 1-877-207-8833 (phone)
- 1-877-371-9978 (TTY - teletypewriter)
- 1-877-307-1080 (en francais / French)

Visit the Website for resources and tools

- www.LifeWorks.com
- User ID: brucecounty
- Pswd: lifeworks