




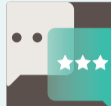












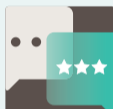













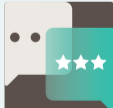







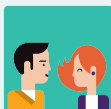

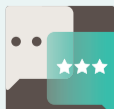

Mental health

Roles and Responsibilities

All members of the organisation play an important role in ensuring psychological health and safety in the workplace. Collaboration and cooperation between leaders, managers and workers is essential for building a safe workplace where mental health issues are not created or exacerbated and any member of the organisation with a mental health related concern is supported and encouraged to seek professional assistance.



The table outlines the key roles/ responsibilities of all parties in managing mental health in the workplace

Employee	 <p>Notice significant changes in a colleague's mood or behaviour and are concerned check in with this person</p>	 <p>Support an employee with mental ill health</p>	 <p>Report all psychosocial (workplace stress) incidents where someone has clearly been affected or is distressed</p>	 <p>Promote good mental health by talking openly and positively about mental health in the workplace</p>	 <p>Look after your own mental health</p>			
People Leader	 <p>Identify key psychosocial risks in the workplace and report any incidents</p>	 <p>Complete a risk assessment of these risks and implement controls</p>	 <p>Recognise when an employee might be experiencing mental ill health</p>	 <p>Support an employee who might be experiencing mental ill health</p>	 <p>Offer EAP</p>	 <p>Seek advise from EAP Manager Assist or People Services if required</p>	 <p>Report any critical incident to People Services</p>	 <p>Support RTW for non work related</p>
HR	 <p>Coach leadership around mental health management</p>	 <p>Ensure reporting of psycho social risks/exposures</p>	 <p>Report critical incidents to People Services</p>	 <p>Call out poor behaviour</p>	 <p>Encourage EAP usage for any incidents</p>	 <p>Identify hot spots</p>	 <p>Support RTW for non work related</p>	
People Services	 <p>Coach leadership around mental health management</p>	 <p>Provide guidance and be a resource</p>	 <p>Encourage EAP usage</p>	 <p>Identify hot spots</p>				
L&D/ OD	 <p>Consider job fit</p>	 <p>Measure effectiveness</p>	 <p>Train</p>	 <p>Consider psycho-social risks when considering change/pre employment</p>				
IM	 <p>Setting expectations/ timelines about diagnosis/ prognosis</p>	 <p>Support/coach managers and leaders around adjustment and early intervention</p>	 <p>Communicate restrictions to team</p>	 <p>Manage duty of care</p>	 <p>Talk to Dr, and other treating specialist to improve management</p>	 <p>Be expert in field</p>	 <p>Reinforce safety message</p>	
Safety	 <p>Ensure adequate reporting of any exposures or incidents</p>	 <p>Risk assessments</p>	 <p>Support/ coach manager/ supervisors</p>	 <p>Include in safety moments/ talks</p>	 <p>Training</p>	 <p>Perform observations and give feedback</p>	 <p>Consider psychological risk equally with physical risk</p>	