

DEVELOPING A MENTAL HEALTH AND WELL-BEING ACTION PLAN

A Workplace Mental Health and Well-being Plan refers to a coordinated and comprehensive set of strategies which include programs, policies, benefits, environmental supports, and links to resources designed to meet the mental health and well-being needs of all personnel.¹

The systematic process of building a Workplace Mental Health and Well-being Plan emphasizes four main steps:

- Step 1 Workplace Assessment
- Step 2 Planning
- Step 3 Implementing
- Step 4 Determine Impact through Evaluation

Step 1- Workplace Assessment

In the first step, data is collected to assist organizations to decide where to focus resources. There are four data collection elements to consider which cover the key areas of people, programs, and initial funding. Ideally, assessment team members should include people with lived experience (Lived Experience) and a diverse group of stakeholders.

Interpersonal elements of personnel's workplace network which includes relationships with managers and co-workers.

Organizational elements of the workplace structure, culture, practices and policies such as benefits, health promotion programs, work organization, and leadership and management's support for workplace well-being initiatives.

Environmental elements of the physical workplace such as facilities and settings where employees work as well as access and opportunities for health promotion provided by the surrounding destination.

Assess if practices are in place for those who are experiencing stigma to be able to seek help through official (reporting) or nonofficial (counseling) channels. Check current levels of perceived or actual stigma using the UN-Health Stigma or other organizationally pertinent surveys.

Re **i** **g** -

Re - indicators listed in Score card section.

PRIORITY ACTION 6 Quality Control