

Lead positive change at work because healthy minds matter!



The mental wellness of workers is crucial to the performance of any organization.

Workplaces from all sectors are recognizing how the mental wellness of employees can have an impact on absenteeism, presenteeism, job performance and ultimately, staff turnover.

Getting started on promoting and protecting employee mental wellness can seem overwhelming at the start. However, you likely don't have to start from scratch. Review what you are already doing. Use existing resources to strengthen your efforts. Look to [Canada's National Standard to Psychological Health and Safety in the Workplace](#) as a framework to guide you.

What is the National Standard?

The National Standard for Psychological Health & Safety in the Workplace is a set of guidelines to advise workplaces in promoting mental health and preventing psychological harm at work.

Implementing "the Standard" is voluntary, but there are several branches of law that emphasize an employer's duty to protect, promote and accommodate psychological health and safety. It's also the right thing to do!

Visit superiormentalwellnessatwork.com to learn more about "the Standard."

Recommendations for Canadian Business Leaders

The Centre for Addiction and Mental Health recommends the following evidence-based actions for leaders to champion mental health in their workplace.

Create a long-term organizational business strategy

This strategy should work hand-in-hand with your overall business strategy

Institute mandatory mental health training for leadership

Effective leaders must be trained, invested in, and sensitive to workplace mental health.

Develop tailored mental health supports

There is no one-size-fits-all solution. Effective programs are evidence-based, targeted, and inclusive.

Prioritize and optimize your return-to-work process checklist

Return to work should not mark the end of support for the employee; it's a critical stage in the support process.

Track your progress

Performance measurement is the keystone of a sound workplace mental health strategy.

Source: CAMH's Mental Health Playbook for Business Leaders



Key Resources

Several great resources are available for free to any organization looking to promote and protect employee mental health. Below are some key resources that provide helpful guidance right from the start.

To help you find what you're looking for, links to these and many more resources are listed all in one place at superiormentalwellnessatwork.com

Think Mental Health

ThinkMentalHealth.ca provides informative and actionable mental health resources, with the goal of helping you create a psychologically safe and healthy workplace. This site provides access to reputable and tested tools, models and frameworks. The tools on this site were reviewed to ensure they provide sound and practical advice for reducing stigma and managing mental health hazards in your workplace. Check out the interactive "Roadmap" tool that provides guidance and resources based on where you are at. Source: ThinkMentalHealth.ca

CAMH Workplace Mental Health Playbook for Business Leaders

This user-friendly [playbook](#) provides a path to more effective solutions and better outcomes for employees and for businesses. The Centre for Addiction and Mental Health's (CAMH's) powerful recommendations are based on the best available evidence, and were shaped by feedback from business leaders, as well as researchers, clinicians and experts. It is an invaluable tool to help business leaders take on the cause of employee mental wellness with confidence. Source: <https://www.camh.ca/en/health-info/workplace-mental-health-playbook-for-business-leaders>

WSPS Mental Harm Prevention Roadmap

The [Mental Harm Prevention Roadmap](#) is a free tool that was developed by Workplace Safety and Prevention Services (WSPS) in collaboration with Howatt HR Consulting. It offers an evidence-based approach that helps employers create and implement strategies, programs and policies related to psychological health and safety. The Roadmap is designed to complement the National Standard for Psychological Health and Safety in the Workplace. Source: <https://mentalhealthroadmap.wsps.ca/>

Workplace Strategies for Mental Health

The [Workplace Strategies for Mental Health website](#) is where you'll find tools and resources for workplace mental health and psychological safety. Everything is available at no cost, compliments of Canada Life. The tools and resources on a wide range of mental health topics are evidence- and practice-based, easy to use, customizable, produced in English and French, and available to download or print. Source: <https://www.workplacestrategiesformentalhealth.com>

CMHA Takeaways Toolkit

The Canadian Mental Health Association (CMHA) and the Mental Health Commission of Canada collaborated to create the [Takeaways Toolkit](#). The toolkit was informed by the MHCC's 2018 Case Study Research Project on how 40 workplaces have implemented the National Standard for Psychological Health and Safety in the Workplace. Offering best practices and activities, The Takeaways Toolkit is meant to guide other workplaces to help put the Standard into practice.

Source: <https://cmha.ca/what-we-do/national-programs/workplace-mental-health/takeaways/>

Local resources are here to help too!

The Superior Mental Wellness @ Work project aims to promote workplace environments that reduce psychological hazards and maintain positive mental health for employees in Thunder Bay and across the District.

Visit [SuperiorMentalWellnessatWork.com](https://superiormentalwellnessatwork.com) for:

- **FREE LOCAL RESOURCES**
to promote mental health and reduce stigma in your workplace.
- **LINKS TO USEFUL INFORMATION**
on various mental health topics for employers and employees.
- **UPCOMING EVENTS**
and details on local workplace mental health training, webinars and opportunities to participate in research.
- **HELPFUL MENTAL HEALTH SERVICES**
nearby and online.
- **WELLNESS @ WORK E-BULLETIN**
Sign up to get timely workplace health promotion news.

WORKPLACE MENTAL HEALTH RESOURCES

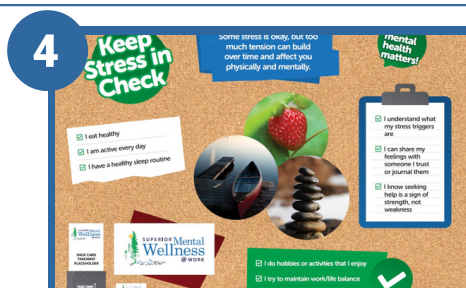
Promote positive mental health to your employees with these resources that are available to any workplace in Thunder Bay and District.



Help Cards

Place these help cards in common areas or on a supervisor's desk. They list key services for anyone who needs mental health support. Card holders can also be provided.

Free!



Bulletin Board Kits

Choose from seven designs. Kits come with pieces ready to be cut out and posted. Resource cards are also provided with holders that easily attach to a bulletin board. See the reverse side for the other six designs.

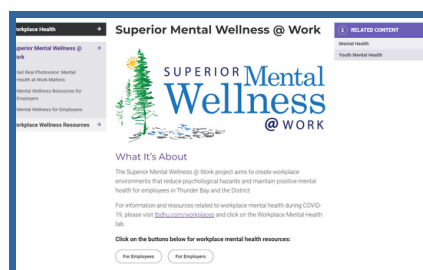
Free!



Get Real Photovoice

Put this mobile art exhibit on display at your workplace. It features creative local photos that spark conversation about mental health at work. View the virtual exhibit at superiormentalwellness@work.com

Free!



Website

Visit the “one-stop-shop” for links to various credible resources on workplace mental health located at: superiormentalwellnessatwork.com. Portals for employees and workplace leaders guide you to easily find what you're looking for. New resources are added frequently, so keep checking back to see what's new!

To access the help cards, bulletin board kits or Get Real photovoice exhibit, email workplacewellness@tbdhu.com



WORKPLACE MENTAL HEALTH BULLETIN BOARD KITS

1 Get Real Photovoice

The Superior Mental Wellness @ Work project asked the community to portray their mental health at work through creative photography. REAL images and stories were shared by REAL people who bravely and honestly answered two questions:

How do you really feel at work?

How do you take care of your mental health at work?

Your mental health matters!

This week of my quarantine. Can't, please and by all means relaxation, after and before. To be in the this is a daily battle and struggle.

Some days at work I have a hard time getting my thoughts. It is so noisy in my head and I feel like I am drowning.

Talk with a co-worker who is dealing with the same kind of problem as you. They may bring up ideas and coping mechanisms that you haven't thought of. They may also be able to help you.

Make sure to get outside and walk or run on lunch breaks or coffee breaks. Being away from the office has helped my depression, stress, anxiety and help me be more productive and happier.

Sometimes the sun shines and sometimes it is a daily battle.

Visit superiormentalwellnessnetwork.com to see other entries and to learn more about how to take care of your mental health at work.

Superior Mental Wellness @ WORK

BACK CARD TAKEAWAY PLACEHOLDER

TIME CARD

2 Mental Health in the Workplace

Your mental health matters!

Mental health issues are a reality for many. A better understanding helps to reduce stigma and encourages people to get the help they need.

FACT: Some people with a mental illness may act differently. But, remember that it's the illness, not the person, and they may feel quite embarrassed or ashamed about them.

MYTH: Mental illnesses are just an excuse for poor behaviour.

FACT: Mental illnesses create distress, don't go away on their own, and are real health problems with effective treatments.

MYTH: People who ask for help in dealing with a mental illness are weak.

FACT: Asking for help when you need it is a sign of strength, not weakness.

MYTH: People with mental illnesses are violent and dangerous.

FACT: People with a mental illness are no more violent than others. They are actually much more likely to be victims of violence.

Be a Mythbuster!

Also available in French

Superior Mental Wellness @ WORK

BACK CARD TAKEAWAY PLACEHOLDER

TIME CARD

3 Promoting Good Mental Health

Your mental health matters!

Healthy habits are important for a healthy body and a healthy mind too!

Keep stress in check

- Set priorities and stay organized
- Try deep breathing
- Take breaks
- Talk to your supervisor if you need support

Sit less and move more often

- If you work at desk, set a timer to remind you to move every hour
- Plan a walking or standing meeting
- Take action breaks - go for a break walk instead of sitting
- Do activities you enjoy

Eat well

- Eat more vegetables, fruits, whole grains
- Cut down on sugar
- Pick a healthy lunch at home
- Choose water when you're thirsty

Don't miss out on sleep

- Avoid caffeine before bed
- Avoid screens at least an hour before bed
- Be active during the day
- Keep consistent sleep times (even on weekends)

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5 Work Life Balance

Your mental health matters!

Staying in balance helps you manage the demands of each day.

- Make time to do the things you enjoy.**
- Be realistic about what you can achieve in one day.**
- Take your breaks to do something for yourself (stretch, walk, listen to music).**
- Personalize your workspace if allowed.**
- Stick to set work hours. Avoid checking on work when you're at home.**
- Eat well. Get enough sleep. Drink water. Be active.**
- Build downtime into your schedule.**

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TIME CARD

6 Stand up to mental health stigma

Your words and actions matter!

Ending mental health stigma encourages people to reach out for support when they need it.

Educate yourself about mental health

- Check your internal biases
- Challenge myths and stereotypes

Have open conversations

- Create a culture where it's safe to speak freely about mental health

Support your coworkers

- Listen with compassion
- Share helpful resources
- Align setting help with strength, not weakness

Choose your words wisely

- Be mindful that words like "crazy," "psycho" or "nuts" create stigma
- Use positive language that avoids labeling a person

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TIME CARD

7 Is Substance Use Affecting Your Life?

Where are you?

- Abstinence:** Not using substances at all
- Beneficial Use:** Use that can have positive effects on social, physical, and mental health
- Non-Problematic Use:** Recreational use and has minimal impact
- Problematic Use:** Use that is starting to negatively impact your life
- Chronic Dependence:** Habitual and compulsive use despite negative effects

If substances are causing you problems and you often experience most of these ...

- Missing or arriving late to work
- Poor concentration
- Hard time making decisions
- Worsening job performance
- Mood changes
- Physical effects (i.e., hangovers, withdrawal)

...What can you do?

- Assess your substance use
- Talk to someone you trust
- Seek professional mental health services
- Ask your supervisor for support
- Focus on your self-care

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TIME CARD

WHAT IS SUPERIOR MENTAL WELLNESS @ WORK?

*Healthy Minds Matter
at work!*



SUPERIOR Mental
Wellness
@WORK

WHO WE ARE

Superior Mental Wellness @ Work is a collaborative project that aims to promote workplace environments that reduce psychological hazards and maintain positive mental health for employees in Thunder Bay and across the District. It is coordinated by the Thunder Bay District Health Unit and supported by an Advisory Group. The Advisory Group is made up of over 20 community partners from local public and private-sector organizations who work together to provide the supports needed for local employees to have optimum mental wellness.

The list of current Advisory Group members is available at superiormentalwellnessatwork.com

WHAT WE DO

The Superior Mental Wellness @ Work Advisory Group recently updated its strategic action plan. Over the next few years, the project will focus on fulfilling objectives that fall under the following four main pillars.



Coordinate mental health training for leaders



Reduce and prevent mental health stigma in the workplace



Develop and share accessible workplace mental health tools and resources



Implement and evaluate evidence-based interventions



superiormentalwellnessatwork.com

Check out our website to:

- Find credible information on various workplace mental health topics for employers and employees
- Access free resources to promote mental health and reduce stigma
- Register for webinars, training and other upcoming events
- Find helpful mental health services nearby and online
- Learn about workplace mental health research opportunities



INTERESTED IN THE ADVISORY GROUP?

Membership on the Superior Mental Wellness@Work Advisory Group is open to individuals from private and public sector organizations with a desire to promote mental wellness for employees in Thunder Bay and District worksites.

Email workplacewellness@tbdhu.com to learn more or inquire about joining.

Sign up for the **WELLNESS @ WORK E-BULLETIN**

Receive regular updates on news related to local workplace wellness sent directly to your inbox!

Be first to know about:

- ☒ Upcoming education and training events
- ☒ New workplace wellness resources
- ☒ TBDHU workplace wellness challenges and contests
- ☒ Local workplace wellness research

Visit [TBDHU.com/workplaces](https://www.tbdhu.com/workplaces)

to sign up. Updates are sent approximately once a month and you can unsubscribe at any time.



CONTACT US

workplacewellness@tbdhu.com

Are you protecting your most important business asset?

No matter how big or small, any company's biggest asset is its employees.

Top 5 reason to invest in employee wellness:

- 1 More productive and engaged employees
- 2 Improved workplace culture and staff morale
- 3 Reduced absenteeism
- 4 Less turnover and better ability to attract new talent
- 5 Good return on investment - wellness programs don't have to be expensive to show results

Your workplace wellness is our business.

Thunder Bay District Health Unit is here to support you in building a workplace wellness program.

We offer consultation and various helpful tools and resources. Contact our team of workplace wellness experts today!

All services are free!



[TBDHU.com/workplaces](https://tbdhu.com/workplaces)



807-625-5900 or
1-888-294-6630



workplacewellness@tbdhu.com

