13 Workplace Factors known to impact Mental Health

1) psychological & social support;
2) organizational culture;
3) clear leadership and expectations;
4) civility and respect;
5) psychological job demands;
6) growth and development;
7) recognition and reward;
8) involvement and influence;
9) workload management;
10) engagement;
11) work/life balance;
12) psychological protection from violence, bullying, and harassment;
13) protection of physical safety;

and other chronic stressors as identified by workers.

POSSIBLE SIGNS OF ADDICTIONS OR MENTAL HEALTH PROBLEMS AT WORK

POSSIBLE ACCOMMODATIONS FOR A WORKER WITH A MENTAL HEALTH PROBLEM

What You Can Do

1) Show your concern as a work performance issue.
2) Arrange a private meeting with the employee.
   • Respect employee’s confidentiality.
   • Document this meeting with the facts rather than opinion.
   • Objectively focus on their performance.
   • Be clear about performance and behavioral expectations.
3) Find possible solutions.
   • Tell the employee of the availability of providing accommodations if medically supported.
   • What does the employee need to be productive?
     - Accommodation: casual or official, temporary or permanent.
   • Are there resources available?
     - Provide access to an Employee Assistance Program or other resources, like community services.
4) Set a time to meet again in the future to review performance.

What You Shouldn’t Do

- Don’t be nosy.
- Do not offer a pep talk. Assumes they can just “get over it” and may be insulting that they haven’t been trying hard enough.
- Do not be accusatory. Focus on work performance.
- Do not say “I’ve been there”. You may not understand or relate to a mental health problem, but that shouldn’t stop you from offering help.
- Don’t ask for the cause or name of illness. Focus on how the employee’s behavior is impacting their work and finding solutions.