



# Mind Your Own Business

Project News - Winter 2010 - 11

**NHS**

**Rotherham**

Mind Your Own Business is an initiative run by NHS Rotherham which supports employers in better managing mental health and wellbeing in the workplace. Good human resource practice suggests that staff wellbeing has a major impact on business success by supporting the recruitment and retention of talented staff, increasing productivity, reducing sickness absence and getting the best from your teams. So you can see promoting staff wellbeing in your business has benefits all round.

Mind Your Own Business can visit your organisation to conduct a mental wellbeing in the workplace needs assessment. Tailored feedback and recommendations to improve staff wellbeing is provided alongside support to implement these changes. Support includes advice on healthy working practices and procedures, tools and templates that can be applied in your workplace and free training, resources and information for employees.

For further information please contact  
Jess Wilson on 01709 302727 or  
email: [mindyourownbusiness@rotherham.nhs.uk](mailto:mindyourownbusiness@rotherham.nhs.uk)

## Rotherham companies discover how to be 'Fit for Business'

A recent event gave Rotherham businesses an opportunity to find out about important new changes to employee sickness absence rules introduced by the Government.

50 local companies attended the event as ACAS representative, Darrell Johnson, GP practitioner, Dr Mark Boon and Occupational Health practitioner, Sandra Winters talked to delegates about the new "fit note" and what this means for employers and employees.

The fit note replaced the sick note in April 2010. The main change is that your GP can now advise that a patient "may be fit for work" and suggest ways in which an employer could support a return. Previously a patient was either fit or not fit and there was less explanation given as to why.

Jess Wilson from Mind Your Own Business said:

*"The fit note is the informal name for the new Statement of Fitness for Work replacing the old sick note. Your GP will choose the 'may be fit for work' option if they think that returning to work – with support from your employer – will help you. The event gave employers the opportunity to learn more about how the fit note works and what they can do to help employees return to work which can play an important part in their recovery."*

Anna Patterson, of Rotherham based business Tradebe attended the event and said:

*"It has been useful to hear different perspectives and I will be revisiting our absence policy and looking at our systems to make sure we comply."*

The event was organised by Rotherham Investment and Development Office (RiDO), Mind Your Own Business and the BeingBetter Project, funded by the Big Lottery Fund and the European Regional Development Fund respectively.

Nicola Nicholson, HR consultant at RiDO added:

*"The event was really successful and we have got some good feedback from the companies. It has been a great opportunity to work together with our partners in the Rotherham area, and to help local businesses to learn more about these important new rules."*



## Spotlight - Mental Health First Aid

Two local employers are encouraging staff members to become accredited Mental Health First Aid Instructors. Exemplar Healthcare and 2010 Rotherham took up the offer of places on the Instructor training course in October and are now well on their way to becoming accredited instructors. Mental Health First Aid training teaches participants about common mental health problems and how to provide support to someone who is experiencing mental ill health. The training was funded by Mind Your Own Business as part of our sustainability plans. To find out more about the training please contact the Mind Your Own Business project at [mindyourownbusiness@rotherham.nhs.uk](mailto:mindyourownbusiness@rotherham.nhs.uk)

Jess Wilson from Mind Your Own Business said:

*"Mental Health First Aid is the project's most popular training course and has a strong evidence-base. By supporting employees to become instructors means that employers can deliver the training internally and will retain the expertise to enable them to continue doing so."*

Mark Hawberger is 2010 Rotherham's Neighbourhood Housing Champion for Canklow and attended the Mental Health First Aid Instructor Training.

*"2010 Rotherham manages and maintains all the council homes in the borough with over 21,000 customers. This course will bring great benefits both to our staff and to our customers."*

*I now have the knowledge, skills and techniques to enable me to deliver training sessions direct to frontline staff and managers within the organisation, many of whom deal with our customers on a daily basis.*

*The training is designed to equip staff with a Mental Health First Aid toolkit that they can draw on to provide colleagues and customers with the right level of support and understanding. It will also help staff gain a better understanding of mental health well-being, assisting in breaking down some of the stigmas associated with mental ill health."*



## Momma's Day Nursery

Momma's Day is a small Rotherham-based day nursery employing 15 members of staff. The manager of the nursery has been working with Rotherham's BeingBetter project to improve the health and financial wellbeing of the staff. BeingBetter recommended the training and support provided by Mind Your Own Business as a way for managers to promote the mental wellbeing of staff in what can be a stressful environment.

Liz Gill, manager of Momma's Day Nursery attended the two day Mental Health First Aid training course which teaches about common mental health problems and how to provide support to someone in distress. The Deputy Manager attended the one day Managing Mental Health: Skills for Line Managers course which focuses more specifically on the management skills needed to promote staff wellbeing and effectively manage staff who experience mental ill health. A copy of the Mental Wellbeing in the Workplace Toolkit was also provided to the nursery to provide additional guidance and resources.

Liz spoke highly of her experiences on the course;

*"The environment we work in can be fairly stressful and demanding at times and we are also aware that staff may have factors in their home lives that may be causing them stress or anxiety. We wanted to make sure that as managers we are able to provide the right kind of support to our staff."*

*I attended Mental Health First Aid Training. The training was professional, informative and very, very interesting and the information given was extremely relevant. I now feel more confident that if a member of staff was distressed I would know how to respond and wouldn't be afraid of saying the wrong thing or making things worse.*

*My Deputy Manager Kirsty then attended Managing Mental Health Training. This reassured us that our approach to supporting staff is in line with good practice. We took away some ideas of additional tools that we may be able to introduce and plan to share some of our knowledge and thoughts to the team meeting in the New Year."*



LOTTERY FUNDED





## Mental Wellbeing in the Workplace Toolkit



The Mental Wellbeing in the Workplace Toolkit will support employers to develop positive practices in relation to promoting mental wellbeing in the workplace. The toolkit is based on an employee's journey within an organisation from recruitment through to being in work and eventually moving on. The aim of the toolkit is to gather all the information that you will need regarding mental wellbeing at work into one place. The toolkit is held on a memory stick and comprises a guide outlining key areas of good practice and the following supplementary resources:

- Related web-links
- Useful contacts
- Tools and templates
- Information and guidance
- Self-help materials for employees

If you have not already requested your toolkit you can do so by emailing [mindyourownbusiness@rotherham.nhs.uk](mailto:mindyourownbusiness@rotherham.nhs.uk)

## Equality Act

The Equality Act became law in October 2010. It replaces previous legislation (including the Race Relations Act 1976 and the Disability Discrimination Act 1995) and ensures consistency in what you need to do to make your workplace a fair environment and to comply with the law.

The Equality Act covers the same groups that were protected by existing equality legislation but extends some protections to groups not previously covered, and also strengthens particular aspects of equality law.

Many of the previous rights and responsibilities have stayed the same. However some have been altered or extended and new elements have been introduced. As a result, you may need to review and change some of your policies and practices. Acas is a good source of information on how the changes may affect your workplace. For more information ACAS have produced a quick start guide for employers that can be accessed here

<http://www.acas.org.uk/CHttpHandler.shx?id=2833&p=0>

## Tell us what you think

If you have any comments on this newsletter, suggestions for future articles or would like further information please contact Jess at Mind Your Own Business, telephone 01709 302727 or email: [mindyourownbusiness@rotherham.nhs.uk](mailto:mindyourownbusiness@rotherham.nhs.uk)

## Free training dates

### Mental Health First Aid training: Two days

15th and 16th February, Fusion@Magna  
16th and 17th March, Fusion@Magna

### Managing Mental Health training for line managers: One day

3rd February, Cent@Magna  
30th March, Oak House, Bramley, Rotherham

To book places on training please contact Susan Leckey via email: [susan.leckey@rotherham.nhs.uk](mailto:susan.leckey@rotherham.nhs.uk)

Mind Your Own Business can also provide in house training for your employees. This might be one of our established courses or something that is developed bespoke to your needs. To find out more please get in touch.

