





scottishdevelopmentcentre for Mental Health

# Mentally Healthy Workplaces – National Training for Managers

The Mentally Healthy Workplace Training programme has been developed by the Scottish Centre for Healthy Working Lives in partnership with the Scottish Development Centre for Mental Health.

The course is designed to encourage good practice in promoting positive mental health and wellbeing, thereby contributing to a more open culture that puts mental health on the agenda alongside physical health, social inclusion and productivity.

# The course is <u>specifically designed for line managers</u>, <u>supervisors</u>, <u>human</u> <u>resources</u> and <u>occupational health staff</u> and aims to:

- Give employers and line managers a broad understanding of mental health
- □ Increase awareness of mental health issues in the workplace
- □ Identify the key factors that contribute to a mentally healthy workplace
- Improve managers' skills and confidence in dealing with mental health and wellbeing in the workplace
- Ensure that managers are aware of their legislative responsibilities in relation to mental health and wellbeing.

### These issues and topics will be covered in the session:

- Why a Mentally Healthy Workplace is important
- Managing a Mentally Healthy Workplace
- Discrimination and Mental Health
- □ Action Planning for a Mentally Healthy Workplace

#### Prior to the course delegates are required to complete an elearning course.

Details on how to access this **FREE** elearning are attached. Please read through the attachment as it will guide you with the logon and creation of username and password and show you how to access the Mentally Healthy Workplace Online Training.

\*\*please note that certificates cannot be offered until both components have been completed.

This **FREE 1 day training course** is delivered by an experienced national trainer. The knowledge and experience of the trainer allows for both an organisational and personal perspective to be pursued and enables wider discussion around mental health and employability.

# Course Date:Monday 13.8.18Time: 09.30 – 4.30pmVenue:Dr Gray's Hospital, Dunbarney House, Elgin, IV30 1SN.

Lunch and refreshments are provided (no special dietary requirements can be catered for so if you require any, please bring your own).

If you would like to book a place, please complete the booking form below and return it to grampianhwl@nhs.net

## Mentally Healthy Workplaces – National Training for Managers

Please note that due to the popularity of this course we may limit the number of places per organisation allocated on the course, with additional persons being placed on a waiting list. If a space becomes available, anyone on the waiting list may be allocated a place at short notice so please provide contact details.

## \*\*NHS Staff should book through the AT Learning system \*\*

Name:			
*Mr/Mrs/Miss/Ms			
Position/Job Title:			
Organisation:			
Organisation			
Address:			
Postcode:	Daytime Tel No:		
E-mail address:			
Current Award	*Gold/Silver/Bronze/No Award/not participating in programme		
Level	*delete as appropriate		
Date of Course:	Date: 13.8.18 Time: 9:30am – 4:30pm		
Venue:	Dr Gray's Hospital, Dunbarney House, Elgin, IV30 1SN.		

In completing this form, you agree to the data being held by (Public Health which is part of) NHS Grampian, as data controller. The information will be held for the purposes of training administration, monitoring and evaluation, and for contacting you to offer future training. This information will be held in confidence and only used by Public Health for the purposes described and not for any other purpose, without your permission. If at any time you wish to be removed from our database, please contact your local adviser.

### Please return this form to: grampianhwl@nhs.net

Office use only:	Date Received	Confirm	DB	
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