

BACKGROUND

A core value of the Queensland resources sector is the safety and health of its workforce, where everyone returns home from work safe and well. Mental health is a key element of health and safety and is therefore a vital part of the sector's commitment to our workforce.

The importance of mental health is becoming increasingly recognised throughout society, including in workplaces. Mental health problems are common in Australia with 20 percent of the population experiencing one of the common mental illnesses in any 12-month period.¹

In October 2015, QRC released its [Blueprint for Mental Health and Wellbeing \(blueprint\)](#). To further support the blueprint, QRC has developed this *Mental Health and Wellbeing Toolkit (toolkit)*. The purpose of the toolkit is to provide links to various resources to assist organisations to implement and develop their own mental health and wellbeing programs.

While the toolkit has been developed by QRC in conjunction with its members and endorsed by the QRC Board of Directors, the resources contained within the toolkit do not necessarily reflect the views of QRC. The toolkit contains links to resources that are publically available or links to documents that have been shared by QRC member companies and other service providers.

The items provided in the toolkit are not interdependent or exhaustive and should be used as a guide only. QRC will seek to continually update this toolkit to ensure the information remains current and relevant.

QRC would like to thank the companies and service providers who shared their resources for inclusion in this toolkit. If you are aware of additional freely accessible resources which are not already listed, please do not hesitate to contact QRC. In addition, companies with an interest in profiling the great work already done in this space should contact QRC (Judy Bertram - Director, Community, Skills and Safety Policy on judyb@qrc.org.au).

USE

Each of the headings below links back to the 'Key Actions' outlined in the blueprint. Under each heading you will find links to a range of resources. Please note that a number of resources listed below are suited to assist in the development of more than one Key Action.

In addition, it is recognised that many organisations may be well developed in one area of mental health program implementation but could be seeking assistance in other areas. The materials provided in this toolkit aim to assist all companies, regardless of the stage of development in their mental health programs.

STAGES OF DEVELOPMENT

- | | | |
|-----------------------------|---|---|
| EARLY IMPLEMENTATION | → | Items marked EI could be most useful for an organisation that is in the early stages of development and is looking for support and guidance. |
| CONTINUING GROWTH | → | Items marked CG could be most useful for an organisation that is on track but still requires some assistance to maintain growth and development. |
| WELL ESTABLISHED | → | Items marked WE could be most useful for an organisation that has well developed and implemented practices but may have scope for further improvement. |

¹ Australian Bureau of Statistics, National Survey of Mental Health and Wellbeing 2007: Summary of Results, Cat. No. 4326, ABS, Canberra, 2008.

RESOURCES FOR KEY ACTIONS FOR WORKPLACE MENTAL HEALTH

1 LEADERSHIP

[Demonstrating commitment, establishing strategies and promoting sustainability]

Heads Up - [Leadership Kit](#) **EI**

Mental Health [Framework](#) (also fits Key Action 2) **EI & CG**

[Health Audit](#) - Strategy for Accountability (also fits Key Actions 2 & 3) **CG & WE**

Heads Up - [Supervisor presentation](#) (also fits Key Action 3) **EI & CG**

Health and Wellbeing [Program](#) (also fits key actions 3 & 4) **EI & CG**

2 EFFECTIVE SYSTEMS & POLICY

[Understanding risks and opportunities, developing appropriate procedures]

Heads Up - [Action Plan](#) **EI & CG**

Mental Wellbeing [Checklist](#) (NHS) **CG**

Government of WA Department of Commerce – Psychologically Safe and Healthy Workplaces: [Risk Management Approach Toolkit](#) (also fits Key Action 6) **EI & CG**

A mentally healthy workplace makes legal sense: [Podcast](#) **EI**

[Policy Statement](#) for Health and Wellbeing **EI & CG**

[Checklist](#) for a Psychological Safe Workplace (Neighbour at Work Centre) **EI**

Managing work related stress - [Workplace Health and Safety Queensland](#) (also fits Key Actions 1, 2 & 4) **EI, CG & WE**

University of Nottingham – [Guidance](#) on the management of psychological risks in the workplace (also fits Key Action 6) **EI & CG**

What does a [good EAP](#) look like? (also fits Key Action 4) **EI**

3 EDUCATION, TRAINING & HEALTH

[Enhancing broad understanding and providing skills]

[Mental Health Plan](#) – (also fits Key Actions 2) **CG & WE**

[Early Intervention Programs](#) - Mindful Employer Podcast: Early intervention and workplace mental health **EI, CG & WE**

Mental Health First Aid training course - [MHFA](#), [Red Cross](#), [St Johns](#) **CG & WE**

Toolbox talk - Mental Health Awareness [PowerPoint](#) **EI & CG**

[QRC Guidance](#) for Long -Distance Community (FIFO/DIDO) Workers **EI, CG & WE**

Mental Health Awareness – [Sane Australia](#) **EI & CG**

WorkCover Qld – [Mental Health at Work](#) **EI & CG**

4 PROMOTING & SUPPORTING ACCESS TO CARE

[Ensuring quality processes for referral to help]

[Procedure](#) for Managing Health Concerns (Example 1) **CG & WE**

[Procedure](#) for Managing Health Concerns (Example 2) **CG & WE**

Peer Support Program – [Company example](#) (also fits Key Action 3) **CG & WE**

Peer Support Program information [brochure](#) **EI**

5 PARTNERSHIP OPPORTUNITIES

[Engaging with existing community programs & professional support]

MCA - [Pocket guide](#): Mental health in the workplace **EI, CG & WE**

Qld Government – [Mental Health Services](#) (also fits Key Action 4) **CG & WE**

Mental Health Association Queensland: [Programs and Services](#) **EI, CG & WE**

6 RESEARCH & DEVELOPMENT

[Reviewing evidence-based developments in Workplace Mental Health]

[Brian Kelly's Presentation](#) at the Qld Mining S&H Conference 2015 **EI, CG & WE**

Western Australia - The [impact of FIFO work practices on mental health](#) **EI & CG**

[Hunter Institute](#) of Mental Health **EI, CG & WE**

[Centre for Mental Health](#) in the Workplace **EI & CG**