**<INSERT ORGANISATION NAME> MENTAL HEALTH AND WELLBEING STRATEGY CHECKLIST**

| **MENTAL HEALTH AND WELLBEING STRATEGY CHECKLIST** | | |
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| Tick yes or no against each point. The more yeses you can tick, the more confident you can be that you have effective mental health and wellbeing strategy in place to keep your workers safe: | Yes | No |
| 1. **Plan** | | |
| Do you have a clear policy for how your organisation manages mental health and wellbeing? |  |  |
| Are there clear roles and responsibilities for the management of mental health? |  |  |
| Does your business treat mental health with the same priority as physical health? |  |  |
| Does your policy have the visible support of your senior leaders? |  |  |
| Do your occupational health and safety objectives include mental health and wellbeing? |  |  |
| Does your business provide adequate resources to meet the objectives including relevant training where required? |  |  |
| Do you include mental health on the agenda of health and safety meetings? |  |  |
| Do you have, or have you considered, a specific forum for the discussion of mental health and wellbeing? |  |  |
| Do you consider mental health when planning organisational change? |  |  |
| 1. **Do** | | |
| Do you include consideration of mental health and wellbeing in your organisational health and safety risk assessments? |  |  |
| Do you effectively manage and control psychosocial hazards including: work-related stress; bullying, violence and harassment; lone working; substance misuse; absence; and equality? |  |  |
| Do you encourage worker participation to identify and tackle mental health issues? |  |  |
| Do you resource and provide peer-to-peer support such as mental health first aiders? |  |  |
| Do you run workplace wellbeing initiatives such as healthy lifestyle promotions? |  |  |
| Do you provide a confidential counselling facility such as an employee assistance helpline? |  |  |
| Are line managers trained and supported in managing the mental health of their staff? |  |  |
| Do you provide a healthy compliant work environment with adequate welfare facilities? |  |  |
| 1. **Check** | | |
| Do you evaluate your mental health management’s effectiveness by seeking feedback from staff? |  |  |
| Do you include mental health management in your health and safety audit programme? |  |  |
| Do you monitor sickness absence for mental health trends? |  |  |
| When investigating accidents, is mental health considered as an underlying factor? |  |  |
| 1. **Act** | | |
| Does your organisation’s senior management consider mental health data and review whether current organisational management measures are effective? |  |  |
| Do your top leaders visibly take positive steps to address mental health and wellbeing issues? |  |  |
| Does your organisation identify areas which require extra work to address mental health issues and allocate additional resources? |  |  |