

# **HR Compliance Checklist: A Guide to Mental Health and Wellbeing**



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**AN EMPLOYERS GUIDE**

## Introduction

Mental health and wellbeing are vital aspects of our lives, impacting how we think, feel, and behave. In today's fast-paced world, it's more important than ever to prioritise our mental wellbeing and create a supportive environment both at home and in the workplace.

This guide will explore key areas to consider when addressing mental health and wellbeing, offering practical tips and advice on how to improve wellbeing at work. We'll discuss the role of mental health first aiders, strategies to support employees' financial wellbeing, and ways to promote awareness surrounding men's mental health.



## Contents

**01**

Top Tips for  
Maintaining Good  
Mental Health

**02**

Enhancing Mental  
Health in the  
Workplace

**03**

The Role of Mental  
Health First Aiders

**04**

Men's Mental Health

**05**

Financial  
Wellbeing

**06**

The Cost of  
Living Crisis

**07**

Wellbeing Apps  
and Platforms



### WHO ARE PRIMED?

We provide businesses nationwide with **HR & Health & Safety** advice, resources & personal support.

Our aim is to inspire confident decision making when it comes to managing people, health & safety & workplace compliance.

We help businesses:

- ✓ Comply with UK employment law & health & safety legislation
- ✓ Respond to challenges relating to your people & their safety
- ✓ Improve your ability to manage people & workplace compliance effectively

## Top Tips for Maintaining Good Mental Health

Even small changes can make a big difference in improving your mental health and wellbeing. Here are three tips to help you on your journey to feeling your best:

- **Communicate:** Talk to family, friends, or colleagues about how you're feeling.
  - **Sharing your thoughts and emotions** can provide relief and support. Remember, a problem shared is often a problem halved.
  - **Help Others:** Supporting a neighbour, friend, relative, or volunteering your time can boost your self-esteem and overall wellbeing.
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## Enhancing Mental Health in the Workplace

Workplace stress can negatively affect employee wellbeing and productivity. By recognising stress factors and addressing them proactively, employers can foster a healthier and happier work environment.

Here are some ways to improve mental health in the workplace:

- **Encourage Open Communication:** Create a culture where employees feel comfortable discussing their mental and physical wellbeing.
- **Regular Check-ins:** Schedule regular meetings with employees to listen to their concerns and offer support.
- **Recognition and Praise:** Regularly acknowledge and appreciate employees' contributions to boost morale and create a sense of belonging.
- **Promote Physical Wellbeing:** Organise fitness challenges or encourage physical activity to improve employee health and productivity.
- **Support Work/Life Balance:** Implement flexible working arrangements to allow employees to manage personal responsibilities and reduce stress.



## The Role of Mental Health First Aiders

Mental health issues can be challenging to spot in the workplace. Many individuals are hesitant to discuss their struggles due to fear of stigma or negative consequences.

What is a Mental Health First Aider?

A Mental Health First Aider is trained to recognise signs of mental health problems, offer initial support, and guide colleagues towards appropriate professional help. Their compassionate presence can make a significant difference in someone's recovery journey.

About the Mental Health First Aider Course

To become a qualified Mental Health First Aider, individuals undertake a course accredited by MHFA England. This training equips them with the skills to identify symptoms, provide non-judgemental support, and reduce the stigma surrounding mental health.

How Primed Can Help

While having Mental Health First Aiders in the workplace isn't a legal requirement, it's becoming increasingly common. Primed can arrange and provide accredited Mental Health First Aid training for your employees. Contact us at [info@primed.co.uk](mailto:info@primed.co.uk) for more information.



## Men's Mental Health

Societal expectations and stereotypes can make it difficult for men to open up about their mental health. The Mental Health Foundation found that men are less likely to seek help or confide in loved ones. However, accessible and engaging support services can encourage men to reach out.

"In England, around one in eight men has a common mental health problem such as depression, anxiety, panic disorder or obsessive-compulsive disorder (OCD)." - MentalHealth.org

### Helpful Resources

- Men's Sheds: Provides community spaces for men to connect and chat, often while working on practical activities.
- Samaritans: Offers confidential emotional support to anyone struggling to cope.
- Movember: A community and resource hub promoting men's health, including mental health awareness.

Employers play a crucial role in supporting employee wellbeing by providing access to mental health resources and creating an open environment where discussions about mental health are welcomed.



## Financial Wellbeing

Rising living costs and inflation can cause significant financial stress for employees.

“Over 1.5 million people are experiencing both problem debt and mental health problems.” - Money and Mental Health Institute

Here's how employers can support employees' financial wellbeing:

- **Pay the Real Living Wage:** Calculated based on the cost of living, the Real Living Wage ensures employees can afford basic necessities.
- **Financial Wellbeing Policy:** Implement a policy that provides access to financial advice and fosters an open culture around money worries.
- **Employee Benefits:** Offer perks and discounts that help employees stretch their budgets, such as eye care vouchers, cycle-to-work schemes, or employee assistance programmes.





## The Cost of Living Crisis

Additional ways to support employees during the cost of living crisis:

- **Flexible Working:** Embrace flexible work arrangements to help employees reduce commuting costs and manage childcare or other responsibilities.
- **Meaningful Benefits:** Offer benefits that truly add value, such as life insurance, additional holiday time, or childcare vouchers.
- **Workplace Socials:** Organise paid social events to boost morale and offer a different kind of benefit.
- **Cycle-to-Work Scheme:** Encourage cycling to work by providing secure bike storage and promoting the scheme's benefits.

"One in 10 employees are not paid enough to cover basic necessities without going into debt, a CIPD poll has found."

For sectors with limited pay rise flexibility, exploring alternative benefits and creative solutions is crucial to retain employees and attract talent.



## Wellbeing Apps and Platforms

Consider incorporating wellbeing apps into your employee benefits package to demonstrate your commitment to employee wellbeing.

- **Headspace:** Offers science-backed meditation and mindfulness tools to reduce stress and improve mental health.
- **Unmind:** Provides expert resources and tools to support mental health in the workplace.
- **WorkLife Central:** Offers guidance and support on balancing work and family life, covering topics related to careers, wellbeing, and inclusion.
- **Calm:** An award-winning app with calming exercises, sleep stories, and music to reduce anxiety and improve sleep.
- **BetterPoints:** A rewards programme that encourages healthy behaviours like walking and cycling, with points redeemable for rewards or charitable donations.



## Conclusion

Mental health affects everyone, either directly or indirectly. By fostering an open and accepting environment where conversations about mental health are encouraged, we can empower individuals to seek support and improve their wellbeing. Regular check-ins and a supportive culture can make a positive difference in the lives of those experiencing challenges. Let's start the conversation, be supportive, and look out for one another.



# Solutions to support your people strategy

We empower business owners and their teams to manage their people and Health & Safety compliance with confidence. We can act as your HR or team or work alongside your existing HR team to help you comply with the basics, respond to challenges that arise and improve your management skills in the process.

## Included in Primed

- ✓ Unlimited employment & HR advice over the phone & via email
- ✓ A template employment contract
- ✓ Employment contract & policy review
- ✓ HR Handbook and essential HR policies
- ✓ Grievance & disciplinary advice & supporting template documents
- ✓ Conduct & performance management advice & supporting template documents
- ✓ Support managing absences
- ✓ Wide range of HR templates & documents in our online system

## Manager Training

Set your managers up for success with our management development programmes.

Aimed at new and established managers, we offer a range of training modules to give managers essential skills. Ask us for more information.

## Speak to an expert

If you'd like to arrange a call-back at a time that suits you, please visit [primed.co.uk/speak-to-an-expert](https://primed.co.uk/speak-to-an-expert)

Alternatively, you can call us on **01622 47 41 49**

Send us an email at [info@primed.co.uk](mailto:info@primed.co.uk)

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