



Great-West Life Centre for Mental Health in the Workplace (Centre)

Plan Member/Employee Reference Guide

The Centre is a leading source of free, practical tools and resources designed to help Canadian employees and their employers with the prevention, intervention and management of workplace mental health issues.* To achieve this, free tools and resources are now organized into four main sections. Detailed menus appear when you hover over the section titles in the top banner of the Centre's website [Workplace Strategies for Mental Health \(www.workplacestrategiesformentalhealth.com\)](http://www.workplacestrategiesformentalhealth.com).

*Tools and resources suggested below are designed for individuals dealing with mental health issues but can be useful for anyone on-leave, returning to work, or at work to support psychologically healthy workplaces.

Managing Workplace Issues

Accommodation > [Supporting Employee Success](#)

This resource helps employees work with their employer and healthcare professional to develop an accommodation plan that allows them to do their job successfully, when mental health is an issue.

Responding to Issues:

Information on effective responses that can help reduce the negative impact on the employee, co-workers and the organization. Topics include:

- [Create Your Own Mental Health Resource List](#)
- [Supporting Employees Who Are Caregivers](#)

Job-Specific Strategies

Click *LEARN MORE* at the bottom of the Job Specific Strategies menu > [Self-Assessment Tools](#)

Questionnaires and quizzes to help employees assess their well-being and consider whether further intervention may be beneficial.

Employees > Maintain your own mental health > [Exercises for stress reduction and Deep Relaxation](#)

Four-part relaxation and stress management videos courtesy of the University Health Network.

Employees > Maintain your own mental health > Using Your Employee Assistance Program (EAP) > [What is an Employee Assistance Program \(EAP\)?](#)

EAPs are provided by some employers and can be a valuable resource for employees.

Free Training and Tools

Mental Health Awareness > [Working Through It](#)

Videos featuring individuals with mental health issues talking about how they coped, and reclaiming their well-being at work, off work and returning to work.

Mental Health Awareness > Working Through It > (Scroll down) > All videos > What should I say? >

- [Things to consider before disclosing](#)
Disclosure means sharing information about an illness or condition. This video guide lists the things employees should consider before disclosing at work.
- [Talking to co-workers](#)
If an employee is returning to work, they may have heightened concerns about co-worker's questions. This video is an effective tool with solutions.

Mental Health Awareness > [Working Through It Weekly Emails](#)

Sign up to receive weekly emails with articles or videos that provide individuals with practical strategies for coping at work, off work and when returning to work.

<p>Employees > Help your supervisor help you The article, <i>Coaching Up: Help your supervisor support you through your mental illness</i>, offers suggestions for an employee to help their supervisor support them during times when the employee's mental health is compromised.</p>	<p style="text-align: center;">Free Training and Tools</p> <p>Mental Health Awareness > Subscribe to news from the Centre Sign up to be among the first to learn about the latest information, resources, tools, training and events related to workplace mental health.</p> <p>Healthy Break Activities > Subscribe to Take Your Break free emails Subscribe to get weekly emails with break activity ideas that can help individuals and teams to rest and recharge.</p>
<p style="text-align: center;">Home page</p> <p style="text-align: center;">Scroll to bottom of home page > Approaches to Wellness Information, tools and resources to assist with mental health and wellness.</p> <p>Can't find what you're looking for? Try using the Search function found at the top right hand corner of the web page.</p>	

