

# Complimentary 'Taster' Sessions

## Mental Health and Absence Management

### Introduction

Group Income Protection clients of Generali UK are encouraged to access a complimentary training session for HR, line managers or employees. The sessions are facilitated by one of our trusted wellbeing partners, focusing specifically on employee mental health awareness and absence management best practices.

Choose from the options below. Or send a request to [eb.enquires@generali.co.uk](mailto:eb.enquires@generali.co.uk) if you would like us to consider an alternative provider, a bespoke session, or to fund a more comprehensive programme using your Wellbeing Investment Matching fund.

Sessions are scalable depending on your choice of delivery partner from around 10 to 100+ individuals.

### Form Health

Build confidence in effectively managing sickness absence, and preventing long term/multiple short-term absences, with in-person or online interactive taster workshops for managers and HR professionals. During these 2-hour sessions for up to 16 delegates, Form Health will share best practice along with practical activities and case studies to bring the theory to life.

Current sessions from Form Health cover the following:

- The current climate, causes & impact of absence, and what is most effective in preventing absence.
- Understanding your role in managing absence, including the importance of professional boundaries.
- Best practice for contact while an employee is absent. This will include a framework for conversations, useful questions to ask and supportive statements.
- The return to work meeting and key behaviours to support a sustained return to work.
- The Equality Act (2010) and reasonable adjustments - discussion on what is practical.
- Confidentiality and team communication.
- Early signposting to specialists and supports available.

## Working to Wellbeing

Working To Wellbeing are specialists in managing long-term health conditions at work, supporting both employees and employers. Their clinical experience ranges from supporting employees to make health behaviour changes, to working with managers to support team members in practice. This experience and expertise gives their online workshops richness and depth.

Their training options are aimed at delivering interactive sessions to encourage participation and create a space of reflection and readiness to implement learning into the workplace.

Sessions are typically 2.5 hours duration, including Q&A discussion, and normally up to 12 to 15 participants are invited to ensure socially comfortable delegate interaction.

Taster sessions can be personalised, and some current sessions include:

### Absence management and the line manager's role

- Understanding the important role of line managers in absence management.
- Framing difficult conversations and encouraging conversations about health within appropriate boundaries.
- Importance of interventions at an early stage.
- Understanding the importance of work as part of the rehabilitation journey.
- What are “reasonable adjustments”?
- Return or remain at work planning, to encourage employees to thrive at work in a sustainable manner.
- Documentation around support provided and input needed.

### The manager's role in wellbeing

- The role of a leader and their impact on the wellbeing and mental health agenda.
- How to look after their own mental health needs; role modelling good practice and setting boundaries.
- Confidence in talking about health and wellbeing needs of staff.
- Reminders of the signs and symptoms of mental ill health and stress.
- What to look out for in your staff; noticing and identifying the needs of others, the ability to start conversations, and how to carefully listen and respond.
- Confidence to discuss suicide and where to signpost support and ensure support for self.
- Creating a culture of preparedness, willingness, and openness.

## How to have conversations with colleagues

- Communication skills training.
- Developing confidence in asking colleagues if they need support and listening to their needs.
- Boundaries of care & signposting.

## Return to work planning, wellbeing action planning & reasonable adjustments

- Training on what makes a good return to work plan.
- Tips and ideas when organising a return-to-work plan for an employee, including a practical framework.
- Equality Act and making “reasonable adjustments”.
- Best use of a wellbeing action plan when supporting an employee back to work.
- Case study examples are provided to bring all of this to life.

## Understanding the emotional continuum: emotions, stress and mental ill health

- Defining the difference between emotions, stress and mental ill health.
- Exploring psychological safety and risk and common stressors.
- Deep dive into the fight or flight response and cognitive behavioural techniques to soothe it.
- Exploring a range of coping strategies at the individual and workplace levels.

If you have a specific need for a taster workshop - e.g. on a health condition, such as Cancer, Neurodiversity or Workplace Stress Management - that is not covered above, the team at Working To Wellbeing would be happy to discuss your training needs.

**Testimonial** - “We partnered with ‘Working To Wellbeing’ on the design and delivery of mental Health Awareness training course for managers. We worked closely with Julie [Denning] on the design and key topics we wanted to cover including supporting managers with early intervention techniques including identification and conversation points to allow leaders to proactively support employees. This was designed as an interactive workshop including pulse survey feedback, group discussion and a case study delivered virtually to a group of new and experienced people managers. The feedback was very positive and has helped to provide our leaders with the confidence and the tools to support our employees.”

**Jim Norris, Senior HR Manager**

## TELUS Health Learning

TELUS Health Learning delivers programmes that can support employees and leaders in developing the skills they need to help drive behaviour change, achieve organisational goals, and foster a culture of learning. As a global leader in mental health and wellbeing, TELUS Health Learning put wellness and resilience at the heart of every learning experience to shape the behaviours that lead to psychologically safe and healthy workplace culture.

The TELUS Health Learning team support organisations through a variety of modalities (from around 20 to 100+ employees per session) focused on Mental Health, Diversity, Equity & Inclusion and Leadership Upskilling.

Browse the full range of learning opportunities from TELUS Health [here](#). Delivery formats eligible as taster sessions are the ‘awareness’ and ‘specialist’ seminars including the following:

**1-hour Awareness Seminars** covering a wide range of topics, including Mental, Social, and Physical Wellbeing. These sessions, led by instructors, blend traditional lecture-style teaching with interactive elements like Q&A sessions, group discussions, and virtual polling and chat functionality. Seminars can be delivered to large audiences.

*Popular (awareness) sessions in 2024 include:*

- [Mental Health Awareness](#)
- [Overcoming Burnout for Employees](#)
- [Introduction to psychological safety in the workplace for people leaders](#)

**Employee and Leader Workshops** from TELUS Health can range from 90-minutes to a full day\*, are thoughtfully designed to address core organisational priorities and challenges. These sessions are intended to provide participants with both foundational knowledge of key themes and practical skills that can be directly applied at home and in the workplace, all within an intimate small-group setting (maximum 25 – 30 participants).

*Popular sessions in 2024 include:*

- [Coping and Resilience in the workplace](#)
- [Leading through change\\*](#)
- [Neurodiversity in the Workplace for Employees](#)

- **Skills & Resiliency Microlearning\*** offers a digital learning solution for the workforce that leverages preventative upskilling to deliver on-demand, personalised practice-based training experiences. The solution helps users build healthy habits and optimise their mental health both at home and at the workplace.
- [Skills and resiliency microlearning](#)

**Mental Health in the Workplace for People Leaders.** In today's dynamic workplace environment, it's crucial for managers in all organisations to recognise signs of distress in their teams and understand how to offer appropriate levels of support.

Mental health training equips managers with the skills to identify these signs and provide effective assistance. By addressing the stigma surrounding mental health, this 90-minute workshop empowers managers (maximum of 25 participants) to proactively manage mental health in their workplace, prioritise mental wellbeing, build resilience, and foster a supportive work environment.

At the end of this workshop, participants will be able to do the following:

- Explain the benefits of a mentally healthy workplace and why it is an organisational priority.
- Explain the importance of psychological health and safety in the workplace and the business considerations.
- Provide an overview of mental health and some common mental disorders.
- Understand how stigma acts as a barrier to a mentally healthy workplace and how to significantly reduce stigma.
- Take proactive steps when recognising early warning signs.
- Support colleagues who may be at risk.
- Access the tools and resources available to support leaders, including ways to manage stress effectively in the workplace.

Note

- *TELUS Learning materials are in English or French.*
- *Delivery can be arranged in local language via partners if required.*

*\* These sessions / tools from TELUS Health can be accessed using additional funding from your Wellbeing Investment Matching fund. Please ask your BDM for further details.*

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