



Mental Health Matters Awards

StateCover invites all Members to enter our Mental Health Matters Awards.

The Awards focus on mental health in the workplace and aim to help Members implement initiatives addressing one or more of the key topics covered at our 2021 Seminar:



Creating **psychologically safe** workplaces: understanding, identifying and addressing psychosocial hazards and risk factors



Building **mentally resilient** employees, teams, and organisations



Starting a conversation about mental health, and using **motivational interviewing** as a tool to improve Return to Work outcomes

Two winning entries will be selected

\$15,000

FOR

**Existing work
underway**

\$15,000

FOR

**New
Strategy**

Entries close Friday 29 October 2021

- Winners will be notified by StateCover by Wednesday 1 December 2021.
- Winning submissions will be announced in early December 2021.
- Winning submissions will be featured in StateCover communications to Members, including the Safety & Wellbeing newsletter.
- The success and impact of the winning submissions will be tracked and used as case studies.
- Entries will be shortlisted by a panel consisting of a StateCover Executive Team sponsor, and representatives from StateCover's Safety & Wellbeing Team.

CRITERIA

StateCover's judging panel will assess entries using the following criteria:

- a strategy and implementation plan developed to impact mental health based on the results of a formal evaluation of Council's psychosocial risks, such as a staff climate survey, an external audit, or an internal risk assessment
- demonstration of an understanding and application of a best practice approach
- the quality of the approach, including plans for measurement of initiative's impact
- evidence of resource allocation, planned commencement date and timeframes for full completion
- the ability for the initiative to have a sustained impact on the area(s) of mental health or psychosocial risk targeted.

The Mental Health Matters Awards are open to all StateCover's Member councils.

SUBMISSIONS

Applications must be provided in writing and be a maximum of 1000 words in total (across all submitted documentation). The application must:

- clearly state the submission topic
- include the completed Workplace Safety and Wellbeing Action Plan*
- include the completed A Strategic Approach to Workplace Mental Health Form*
- include an executive summary of the strategy/implementation plans, audit of psychosocial risk, staff climate survey, and/or full risk assessment as appropriate
- include a description of how the approach addresses the below criteria
- include supporting material as appendices, e.g., statistics, policy material, risk assessment, survey data summary

*See our website and attached

SUBMISSION TOPICS

Topic 1

Creating psychologically safe workplaces: understanding, identifying, and addressing psychosocial hazards and risk factors

Criteria

- A strategy and implementation plan developed to create a psychologically safe workplace by identifying and addressing psychosocial risks.
- Overview of the evaluation used to identify psychosocial risks on which the strategy is based, and evidence of application or planning of a specific best practice approach to address this.
- The quality of the approach, including plans for periodic and final measurement of the initiative's impact.
- Evidence of resource allocation – financial, human, physical, etc. – and planned commencement date with approximate timeframes for completion.
- The ability for the initiative to have a sustained impact in the areas targeted.

Topic 2

Building mentally resilient employees, teams, and organisations

Criteria

- A strategy and implementation plan developed to impact resilience in the workplace, including evidence showing how it was selected, such as an external audit of psychosocial risk or worker wellbeing, relevant issues identified in a staff survey, or an internal risk assessment.
- Demonstration of an understanding and application of a specific best practice approach.
- The quality of the approach, including plans for periodic and final measurement of the initiative's impact, and any risk assessments, surveys, and audits on which it has been based.
- Evidence of resource allocation – financial, human, physical, etc. – and planned commencement date with approximate timeframes for completion.
- The ability for the initiative to have a sustained impact in the areas targeted.

Topic 3

Starting a conversation about mental health and using motivational interviewing as a tool to improve Return to Work outcomes

Criteria

- A strategy and implementation plan developed to help workers easily start mental health conversations and seek support when needed, or to improve communication skills of managers, supervisors, or those whose who work in the recover at workspace.
- Demonstration of an understanding and application of a specific best practice approach.
- The quality of the approach, including plans for periodic measurement of the initiative's impact.
- Evidence of resource allocation – financial, human, physical, etc. – and planned commencement date with approximate timeframes for completion.
- The ability for the initiative to have a sustained impact on RTW outcomes.

CONDITIONS OF ENTRY

1. This promotion is conducted by StateCover Mutual Limited (ABN 36 090 394 755) of Level 3, 28 Margaret St Sydney, NSW 2000 ("Promoter"). Entry into this promotion is free.
2. To be an eligible entrant, you must be a StateCover Mutual Member. A nominated employee representative of a StateCover Member will submit one entry only on behalf of the Member.
3. Entries are to be submitted electronically only.
4. Entries that do not meet the acceptance criteria or exceed the word count will not be accepted.
5. This promotion commences at 9:00am AEDST on Friday 30 July 2021 and closes at 10:00am AEDST on Friday 29 October 2021 (the "Promotional Period"). The Promoter is not responsible for lost, late, damaged, misdirected, incomplete or ineligible entries.
6. This promotion can be entered by the nominated employee representative emailing the completed entry form and any attachments to sandw@statecover.net.au
7. Entries will be judged against the award criteria as assessed by a panel of judges

selected by the Promoter, with the first best entries in each category ("Winning Entries") receiving first prize respectively.

8. The prize winners will receive an allocation of \$15,000 to be spent specifically on initiatives outlined in their submission. Prizes will be redeemed by submitting invoices for initiative spend for reimbursement by StateCover. The total prize pool is valued at \$30,000. Prizes are not transferable, exchangeable, or redeemable for cash.
9. The judges' decision is final and binding, and no correspondence will be entered into.
10. Winning entries will be announced in December 2021. Winning Members will be notified by phone in the first instance, followed by email. If for any reason they are unable to be contacted or cannot accept the prize at or by the time stipulated by the Promoter, then the prize will be forfeited and will not be redeemable for cash.
11. The laws in force in New South Wales apply to this promotion to the exclusion of any other law. Entrants submit to the jurisdiction of the courts of New South Wales.

For any queries regarding this promotion, please contact Safety & Wellbeing with StateCover by phone on (02) 8235 2893, Monday to Friday 9:00am to 5:00pm AEST/ AEDST, or email sandw@statecover.net.au.

A Strategic Approach to Workplace Mental Health

Best practice workplace checklist

MANAGEMENT COMMITMENT AND INITIAL PLANNING

- Executive team approve Council investigating psychological risk
- Appropriate methodologies are explored, and best option has been identified
- Council develops a plan to implement the selected methodology, including a communication plan and timeline

NEEDS ASSESSMENT

- Employee survey
- Internal risk assessment
- Audit of psychosocial risk and or worker wellbeing

ACTION PLANNING

- Program priorities determined through risk assessment and consultation
- Programs planned with Safety & Wellbeing with StateCover or other service provider
- Strategy selection is based on the hierarchy of controls
- Day to day operations support program strategies
- Evaluation/monitoring plan in place
- Management endorses action plan
- Promotion of strategies

EVALUATION AND REVIEW

- Record and report upon program outcomes to staff, executive team (de-identified)
- Seek ongoing feedback from staff, and modify controls accordingly
- Regularly reflect on successes and challenges
- Regular feedback loop to stakeholders and executive team
- Recognise efforts of key employees and gains made through the program

Workplace Safety and Wellbeing Action Plan

Council details

Council name: _____

Author: _____ Approval: _____

Your details

Name: _____ Position: _____

Signature: _____ Date: _____

Management details

Name: _____ Position: _____

Signature: _____ Date: _____

Program goal(s)

List your programs goals.

Measures of program success

In relation to the above goals, list how you will measure your programs success.

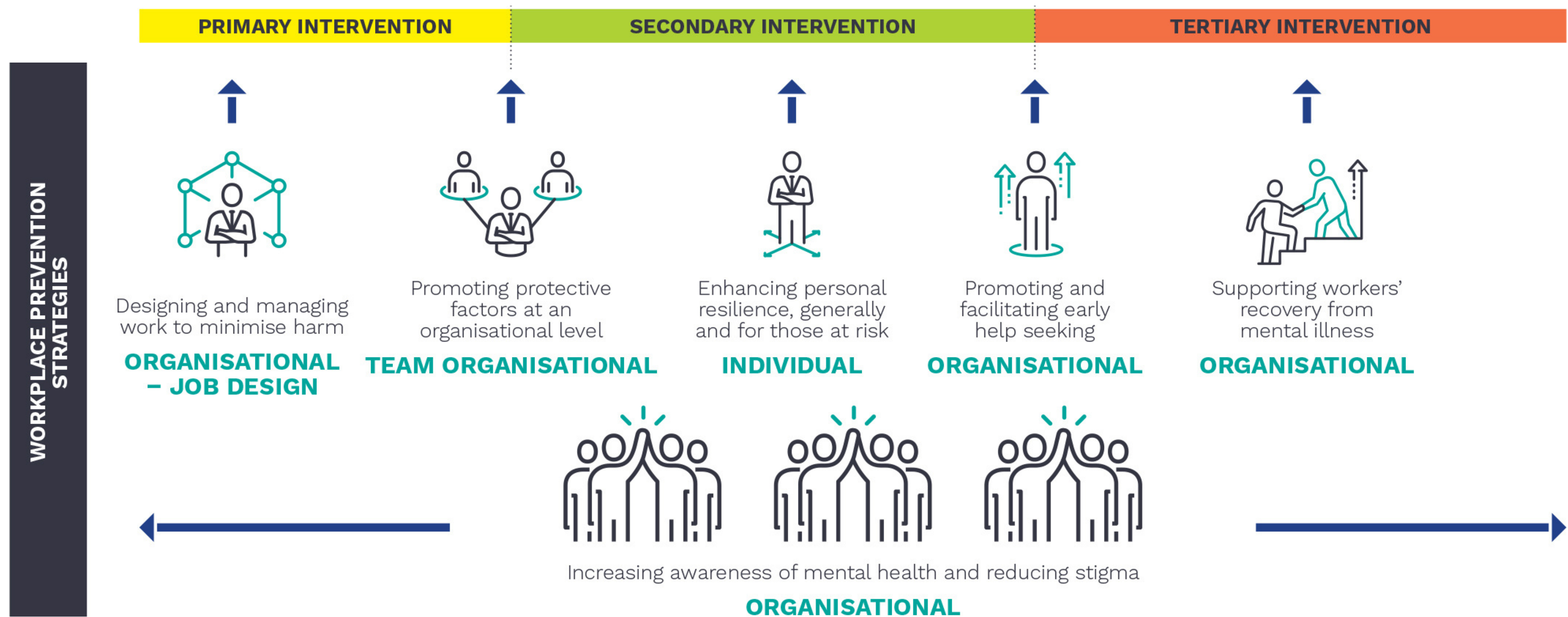
Strategies

Priority:						
Health and wellbeing issue	Strategies	Tasks involved	Primary, secondary or tertiary intervention*	Timeframe(s)	Resources needed	Measurement indicators

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Terms explained

Primary intervention*

- Designing and managing work to minimise harm: enhance flexibility around working hours and encourage employee participation, reducing other known risk factors and ensuring the physical work environment is safe,

Secondary intervention*

- Promoting protective factors at an organisational level to maximise resilience: build a psychosocial safety climate, implement anti-bullying policies, enhance organisational justice, promote team based interventions, provide manager and leadership training and manage change effectively.
- Enhancing personal resilience, provide resilience training and stress management which utilises evidence-based techniques, coaching and mentoring, and worksite physical activity programs.

Tertiary intervention*

- Promoting and facilitating early help-seeking: consider conducting wellbeing checks, although these are likely to be of most use in high risk groups and should only be done when detailed post-screening procedures are in place, use of Employee Assistance Programs which utilise experienced staff and evidence-based methods and peer support schemes.
- Supporting workers recovery from mental illness: provide supervisor support and training, facilitate partial sickness absence, provide return-to-work programs, encourage individual placement support for those with severe mental illness, provide a supportive environment for those engaged in work focused exposure therapy.