

qualification



Certificate in Managing Mental Health at Work

4 – 6 June 2019
Central London

A practical three-day qualification from The At Work Partnership designed to give OH professionals the in-depth knowledge, strategies, skills and techniques to successfully manage mental health at work.

Course director and chair: *Dr Nerys Williams*, independent occupational physician

- Evidence review of workplace interventions
- Devising a workplace strategy
- Controlling risks and promoting mental health at work
- Guidance on how OH professionals should respond to the most common cases
- Responding to trauma
- Alcohol and substance misuse
- Ensuring legal compliance in mental health cases
- The OH consultation: best practice
- Assessing fitness for work
- The duty to make reasonable adjustments
- Keeping people productively in work and ensuring successful return to work
- Documenting success

An important qualification from
The At Work Partnership



With the support of
Brunel University London



CPD: Self certification schemes: 17 hours

Additional CPD can be gained after the event via our CPD scheme

Programme

Day 1: Tuesday 4 June 2019 ORGANISATIONAL STRATEGIES

9.45 Registration

10.00 Welcome and introduction

Dr Nerys Williams

10.10 Understanding mental health and its impact on work

Dr Paul Litchfield

- What do we mean by mental health?
- The drivers of mental health & wellbeing
- The relationship with business performance
 - The societal context – government, investors and media
- Engaging an organisation at all levels
- Handling a crisis – lessons learned

11.25 Evidence review of workplace interventions

Dr John Ballard

- Prevalence of mental health problems
- Workplace strategies
 - exploring the evidence for a wide range of strategies from psychological therapies and computer-based CBT to counselling, mindfulness and mental health first aiders – and more
- What to avoid – what doesn't work?

12.25 Lunch

1.15 Devising a workplace strategy

Dr Paul Litchfield

- The changing world of work
- Why the H&S approach doesn't work
- 'Mental health policies' – how effective are they?
- Embracing the new paradigm
- Turning theory into practice
- Interventions that work – primary, secondary and tertiary
- Evaluation and reporting

2.30 Risk assessment

Peter Kelly, HSE

- Identifying hazards and assessing risk
- HSE stress management standards
 - Evidence base ◦ Using the standards at organisation and individual level
- Risk assessment for safety critical jobs

3.30 Controlling risks & promoting mental health at work

Speaker tbc

- Organisational justice
- Work design, work-life balance and job fit
- Manager training and support
- Promoting positive mental health at work
- Encouraging early recognition & intervention
- NHS and private sector resources
- Other resources – Access to Work, Mind, Rethink

4.45 Course reception

Day 2: Wednesday 5 June 2019 CASE MANAGEMENT

8.45 Registration

9.00 How should OH professionals approach cases?

Dr Max Henderson

A look at the common cases that may present at work – and how OH should respond to them

- Warning signs and red flags
- Assessing impairment – tools and questionnaires
- Current medication and/or psychological therapy
 - implications for ongoing employment or return to work
- What is the normal pattern of recovery?
- Timings for return to work
- Likelihood of recurrence
- Role of patient insight
- What questions should OH be asking?
- Liaising with the GP/specialist
- When to refer on

This session will consider the following:

- **Common mental health conditions**
eg depression, anxiety, panic disorder, obsessive-compulsive disorder, mixed anxiety/depression, bipolar, phobias
- **Co-morbidity** – when mental ill health accompanies a physical illness
- **Developmental disorders**
 - Autism, ADHD, Asperger's
- **Other conditions**
 - Gambling, antisocial personality disorder, self-harm, eating disorders

1.00 Lunch

Includes a display of assistive technology for autism, Asperger's and ADHD

2.00 Responding to trauma

Prof Neil Greenberg

- Reactions to trauma – the risk factors
- Post-traumatic stress disorder and other conditions explained
- Can PTSD be prevented?
- What works?
- OH and organisational responses

3.30 Alcohol and substance misuse

Prof Neil Greenberg

- Recognising the signs of alcohol and/or substance misuse
- Advice to managers
- The OH consultation
- Advising on fitness for work
- Options for rehabilitation
 - Residential rehab
 - Support groups – NA and AA
 - Costs and benefits

4.30 Course assignment

5.00 Close of day

Day 3: Thursday 6 June 2019 LAW AND PRACTICE

8.45 Registration and coffee

9.00 Ensuring legal compliance

Prof Diana Kloss

- Pre-employment
 - Disability discrimination
 - Unfair dismissal
 - H&S
- Negligence and the duty of care
- Consent and confidentiality
- Mental capacity
- OH reports
- 'Too ill to attend a disciplinary'

10.00 The OH consultation: best practice

Dr Olivia Carlton

- The management referral
- The consultation itself – including consent
- Taking notes
- Discussing appropriate disclosure of condition to manager
- Risk of suicide – appropriate response
- Where a danger to others is suspected

11.30 Assessing fitness for work

Dr Marianne Dyer

- Screening questionnaires and other tools
- Psychosocial considerations
- Safety-critical roles
- Healthcare workers – impact of mental health on their fitness to practice
- Medication
 - Liaising with the GP/specialist
 - When to refer on
- Assessing fitness to attend in grievance/disciplinary cases

12.30 Lunch

1.15 Reasonable adjustments

Dr Nerys Williams

- Aims and evidence base for adjustments
- Review, timescales and when to stop
- Agreement and role of clients
- Getting buy-in from line managers

1.45 Keeping people working productively and ensuring successful return to work

Dr Karen Coomer

- Creating effective return-to-work plans
- Preparing the report for management
- *Appropriate and effective* reasonable adjustments
 - Phased return to work; temporary adjustment of duties; working hours or patterns – impact of medication; flexible working; working from home; support with workload/from others
- Wellness and Recovery Action Plans and early warning signs (the 'relapse signature')

3.30 Documenting success

Dr Nerys Williams

3.50 Close of course

Certificate in Managing Mental Health at Work

Mental health issues are amongst the most common, complex and costly problems that OH professionals deal with in the workplace. According to the Centre for Mental Health, mental health problems at work cost the UK economy £34.9bn a year, due to presenteeism, sickness absence, and staff turnover. At any one time, one in five working people will have a mental health difficulty¹ – the cost to UK employers is huge.

This practical three-day qualification, organised by **The At Work Partnership** with the support of **Brunel University London**, is designed to give OH professionals the in-depth knowledge, strategies, skills and techniques to successfully manage mental health at work. It covers a wide spectrum of issues including promoting good mental health at work; assessing fitness for work; reasonable adjustments; and reducing presenteeism and sickness absence through prevention, support at work and effective return-to-work programmes.

The course brings together some of the leading experts in their fields and is taught using a combination of lectures and group work. The course director, OH physician, Dr Nerys Williams, and course deviser, *Occupational Health [at Work]* editor Dr John Ballard, ensure that the course is pitched at the right level to appeal to experienced OH professionals.

The outstanding expertise of the lecturing team will ensure that you come away with the detailed knowledge and skills to successfully manage mental health in your own workplace.

¹Mental health at work: The business costs ten years on, Centre for Mental Health 2017

How will gaining this qualification benefit you and your organisation?

You will gain:

- A comprehensive understanding of the effectiveness of different strategies/interventions that organisations can adopt – so that you can review what will work in your workplace
- Detailed knowledge and practical skills to manage specific cases including an in-depth understanding of different conditions
- The ability to assess the severity of a condition and its impact on a person's job – so that you can recommend the best interventions to put in place for a particular case
- Enhanced skills and knowledge to use during OH consultations and in giving advice to managers
- In-depth understanding of reasonable adjustments in practice
- Advice on tools, resources and action plans
- Guidance on the relevant law

Gaining this qualification will help you to employ the right strategies and interventions to successfully manage mental health in your workplace and create a more engaged and productive workforce.

Who is the course designed for?

The course is designed for OH professionals. Other professionals with responsibility for OH and/or the mental health of employees may also benefit from attending.

Assignment and certification

Delegates must attend at least 80% of the course. Following the course, students who successfully complete an assignment, demonstrating their understanding of the theory and skills taught in the course, will be awarded the *Certificate in Managing Mental Health at Work*.

About our expert tutors

Dr Nerys Williams – course director

Nerys is an independent occupational physician, clinical appraisal lead for the Society of Occupational Medicine, and a GMC examiner. She is the former principal occupational physician and deputy director (wellbeing) for the Department for Work and Pensions.

Dr Paul Litchfield OBE

Paul has been chair of the UK's What Works Centre for Wellbeing since April 2015 and was previously chief medical officer for BT Group.

Dr John Ballard

John edits The At Work Partnership publication, *Occupational Health [at Work]* and is an honorary fellow of the Faculty of Occupational Medicine.

Peter Kelly

Peter is a senior psychologist at the HSE and practitioner chair of the European Academy of Occupational Health Psychology.

Dr Max Henderson

Max is a consultant liaison psychiatrist at Leeds & York Partnership NHS Foundation Trust. He has a special interest in long term sickness absence and advises government departments.

Prof Neil Greenberg

Neil is an academic psychiatrist based at King's College London, a consultant occupational and forensic psychiatrist and past president of the UK Psychological Trauma Society.

Prof Diana Kloss MBE

Diana is a barrister, former employment judge, an ACAS arbitrator and honorary senior lecturer in OH law at the University of Manchester.

Dr Olivia Carlton OBE

Olivia is an occupational physician, and was head of OH at Transport for London until 2018. She is past president of the UK Faculty of Occupational Medicine.

Dr Marianne Dyer

Marianne is the UK and mediterranean health manager at Shell. She developed a mental health programme for Shell Shipping that was extended across 400+ shipping companies.

Dr Karen Coomer

Karen is the director of KC Business Health Ltd, an OH provider service. She has 25 years' experience in OH nursing and a PhD in applied psychology.

About The At Work Partnership

The At Work Partnership specialises in providing expert information to OH professionals. It runs a number of highly regarded OH qualification courses and conferences and publishes the journal *Occupational Health [at Work]*.

About Brunel University London

The Department of Clinical Sciences is part of the College of Health and Life Sciences at Brunel University London. It specialises in courses that enable graduates and postgraduates 'to make a real difference to the world around them'. The Department has four divisions i) Occupational Therapy and Community Nursing, ii) Physiotherapy and Physician Associate, iii) Social Work and iv) Health Sciences. Brunel University London aims to be a key part of health research in the UK. For more information, please visit www.brunel.ac.uk/chls/clinical-sciences

Booking Form

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A B C D E F G

Please book places for _____ delegate(s), at the rate of:

Early bird rate: for bookings paid **before** 15 April 2019

- £1325 + VAT (£1590) per delegate or
 £1125 + VAT (£1350) per delegate, reduced rate for NHS Health at Work network members

First delegate

Title _____
First name _____
Surname _____
e-mail address _____
Position _____

Main rate: for bookings paid **after** 15 April 2019

- £1425 + VAT (£1710) per delegate or
 £1225 + VAT (£1470) per delegate, reduced rate for NHS Health at Work network members

Second delegate

Title _____
First name _____
Surname _____
e-mail address _____
Position _____

Organisation details

Organisation _____
Address _____
Postcode _____
Tel _____

To process your order, we keep your details securely on our database and we NEVER pass on your details to 3rd parties. We'd like to keep you updated about relevant events and information from the At Work Partnership. You can unsubscribe at any time by emailing info@atworkpartnership.co.uk. To receive our updates, please tick the boxes below:

- Yes – update via **post, email and phone**.
 Yes – by **post** (for training info and journal samples – usually 5x per annum).
 Yes – by **email** (for the free monthly OH email newsletter).
 Yes – by **phone** (we are very unlikely to call unless it is for a specific reason).
 No, please do NOT contact me via any method.

I have read and agree to the cancellation terms: Authorised signature

.....
(This booking is not valid unless signed)

Administration

Venue

The Montague on the Gardens, 15 Montague Street, Bloomsbury, London, WC1B 5BJ Tel: 0207 637 1001.

The fee includes lunch, documentation and refreshments.

Booking procedure

Due to high levels of interest in this course, please call us on 0345 017 6986 or 0208 344 2328 to reserve a no-obligation provisional place. We can hold this for a maximum of 30 days

Cancellation terms

For cancellations received in writing 28 days or more before the course commences, we will provide a refund, less a 10% cancellation fee. If the cancellation is received less than 28 days before the course start date, no refund will be made. At any time before the course commences, we will accept an alternative delegate from your organisation. Refunds are not available to delegates who fail to attend after confirming a booking. Transfers to future courses can only be arranged up to 28 days prior to the start date of the course booked, subject to a £75 + VAT administration fee.

Course administration details

Please contact us if you do not receive written confirmation of your booking within two weeks of making the reservation. Details of the venue, a map and any final information will be sent to paid delegates approximately four weeks before the course. If you have not received these two weeks before the event, please telephone 0345 017 6986, or e-mail: conferences@atworkpartnership.co.uk

Attendance requirements

Delegates must attend a minimum of 80% of the course. This is essential in order to undertake the assignment and gain the Certificate.

Payment information

Course price: £1425 + VAT per delegate (or £1225 + VAT for NHS Network members). Bookings made and paid by 15 April 2019 will be charged at the Early Bird Rate of £1325 + VAT per delegate (or £1125 + VAT for NHS Network members). Bookings made before 15/4/19, but not paid by this date, will be charged at the higher main rate.

Payment can be made:

- By cheque – payable to The At Work Partnership Ltd
- By BACS – Please contact us for our bank details
- By credit card – Expiry date ____ / ____ 3 digit security no. _____
Card No. _____ / _____ / _____ / _____

N.B. Please do not email a PDF of this form with your credit card details.

Special requirements

If you have any special needs, please let us know in advance and we will be delighted to try and help.

Hotel accommodation

Hotel accommodation at preferential rates can be arranged through Venuehunt. Tel: 01722 500675. Online: www.venuehunt.co.uk

This programme was correct at time of going to press. In unavoidable circumstances, we reserve the right to change or cancel this event. If we do need to cancel this event, our liability is limited to a refund of fees.

19/05 MH

BOOK NOW and return your completed form to:

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Book online www.atworkpartnership.co.uk