# Health and wellbeing resources

# 'Having safe and effective health and wellbeing conversations' e-learning course

### Support for line managers and those holding wellbeing conversations

The NHS People Plan sets out the ambition that every member of the NHS should have a health and wellbeing conversation with their line manager or a peer, and that as part of this conversation, line managers will be expected to discuss an individual's health and wellbeing, and any flexible working requirements, as well as equality, diversity and inclusion.

#### What is it?

This e-learning course has been designed by NHS colleagues to help leaders and line managers to hold safe and effective wellbeing conversations with colleagues and those that they support.

### Who is this e-learning for?

This e-learning course has been designed to support all learners, whether new or looking to refresh your knowledge. This training is specifically aimed at those in line management roles, or those in roles in which they have caring responsibilities for staff, for example health and wellbeing champions, clinical educators and advisors, professional nurse/midwifery advocates and many more.

#### How to access?

Alongside a <u>range of national resources</u> that were published in March 2021, NHS England are pleased to confirm that an elearning module has now been published and can be accessed via the <u>learning hub</u> and and via <u>ESR (electronic staff record)</u>.

For any questions or queries about this e-learning, please contact the national Health and Wellbeing team at <a href="mailto:ournhspeople.hwb@nhs.net">ournhspeople.hwb@nhs.net</a>

# Supporting colleagues affected by sexual misconduct

Everyone has the right to work, train and live free from sexual misconduct, harassment, abuse or violence. No one should experience this in the workplace and we must ensure the NHS is a place of safety for everyone.

NHS England's first ever <u>sexual safety charter</u> was published in 2023. It was developed in collaboration with key partners across the healthcare system. All trusts and integrated care boards have signed up to it.

Signatories to this charter commit to taking and enforcing a zero-tolerance approach to any unwanted, inappropriate and/or harmful sexual behaviours within the workplace, and to 10 core principles and actions to help achieve this.

### To report an incident of sexual misconduct

To raise a concern, we encourage you to follow your organisation's sexual misconduct policy. We know that some organisations have included sexual harassment within their respect at work, bullying and harassment or grievance policies and we encourage you to use these policies to report sexual misconduct.

If you are struggling to locate the policy and you don't know what your local reporting system is, please speak to a Freedom to Speak Up Guardian or your HR or people services department within your organisation. <u>Find your organisation's Freedom to Speak Up Guardian</u>.

Your organisation may also have other services available like a Health and Wellbeing Champion who may be able to support you to make a report of sexual misconduct to your organisation. If you are a member of a trade union, they can also provide you with help and guidance.

NHS England has developed a new e-learning resource <u>here</u> designed to equip people working and learning in the NHS with the knowledge and skills to recognise and respond to sexual misconduct.

National people sexual misconduct policy framework (NHS England)

NHS England sexual misconduct policy (NHS England)

# Resources to support colleagues affected by sexual misconduct

#### Support available if you are affected by sexual misconduct, harassment, abuse, or violence

Help after rape and sexual assault: the nhs.uk website provides helpful information about where to find support if you have experienced sexual assault and/or violence.

Sexual assault referral centres (SARCs): offer medical, practical and emotional support to anyone who has been raped, sexually assaulted or abused.

ACAS: helpline for anyone experiencing workplace-related issues including sexual harassment.

Sexual harassment at work advice - Rights of Women - Rights of Women have free legal advice lines for women who have experienced domestic abuse, sexual violence and sexual harassment at work.

24/7 Rape and Sexual Abuse Support Line (247sexualabusesupport.org.uk): this 24/7 helpline can provide immediate support if you have experienced sexual misconduct.

The HM Government website provides a list of support services for anyone who has experienced sexual violence and abuse. Call 0808 500 2222.

If you're struggling and need someone to talk to, you can also contact: Samaritans, LGBT Foundation

Galop supports LBGT+ people who have experienced abuse and violence.

Rape Crisis England and Wales: this 24/7 helpline can provide immediate support if you have experienced sexual misconduct. Further information here: rape crisis advice page 'supporting a survivor'.

Rape Crisis Scotland: this 24/7 helpline that can provide immediate support if you have experienced sexual misconduct.

The Survivors Trust has 120 member organisations based in the UK and Ireland which provide specialist support for women, men and children who have survived rape, sexual violence or childhood sexual abuse. The Survivors Trust also has a free, confidential national helpline 0808 801 0818 or text: 07860 022 956 and a separate survivor resources website at <a href="https://tstresources.org/">https://tstresources.org/</a>

SurvivorsUK supports male and non-binary survivors of sexual violence, providing counselling, practical help and community on your healing journey.

Victim Support provides independent, free and confidential advice to victims of crime.

Citizens Advice provide information about your legal rights in the workplace if you are experiencing sexual harassment.

Equality and Human Rights Commission: technical guidance on sexual harassment and other forms of harassment at work.

Equality Advisory and Support Service: helpline to advise on issues related to equality and human rights

Information Commissioner's Office: for information and advice on data protection.

Law Works: to find free advice, representation, and online resources.

Protect: free, confidential whistleblowing advice.

Recruitment and Employment Confederation: for information on recruitment practices and standards, including agency workers' rights.

TUC represents affiliated trade unions. The TUC website provides guidance on workplace issues for workers and union representatives

Surviving in Scrubs provide support, share survivor stories and campaign to end sexism, harassment, and sexual assault in the healthcare workforce.

General Medical Council: what to do if you think you have been subject to sexual misconduct by a doctor: a resource for patients and colleagues.

Health and Care Professions Council: sexual safety hub provides help and guidance about making a report to that organisation.

A list of support services on the Government's website: for victims of sexual violence and abuse.

# Free access to WorkLife Central and Headspace activities and resources

WorkLife Central's website and app offer expertise and support to help you balance work with home.

<u>WorkLife Central</u> (<u>https://www.worklifecentral.com/</u>) has extended their offer of free access to their support and resources for all NHS employees through to **31 March 2025**, by registering with your NHS email, details of how to do this are provided at this website address <u>The NHS - Welcome to WorkLife Central</u> (https://www.worklifecentral.com/The-NHS---Welcome-to-WLC.htm).

For more information on what is available for free, explore the offerings on their website <a href="WorkLife">WorkLife</a> <a href="Central">Central</a>, which include a wide range of live events and 'on demand' videos and resources.



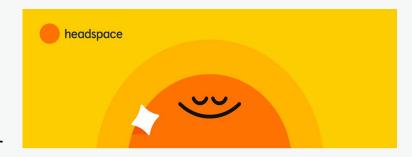


**Headspace app**: full app access has been extended to 31 March 2025.

For those who haven't yet signed up, you can sign up using your NHS email account here: <a href="NHS England">NHS England</a> » Headspace (<a href="https://www.england.nhs.uk/supporting-our-nhs-people/support-now/wellbeing-apps/headspace/">NHS England</a> » Headspace (<a href="https://www.england.nhs.uk/supporting-our-nhs-people/support-now/wellbeing-apps/headspace/">https://www.england.nhs.uk/supporting-our-nhs-people/support-now/wellbeing-apps/headspace/</a> ).

As a sample of what is on offer from Headspace, have a look at their Calendar of talks, workshops, and activities focussing on mental health awareness week, which you can access for free from <a href="Engagement from Headspace (highspot.com">Engagement from Headspace (highspot.com</a>) ((<a href="https://view.highspot.com/viewer/655d070eacb0b4c7e7e1512d">https://view.highspot.com/viewer/655d070eacb0b4c7e7e1512d</a>)

All NHS staff also have free access to the **Unmind app** through to 31 December 2024. For those who haven't yet signed up, you can sign up using your NHS email account here: <a href="NHS England">NHS England</a> » Unmind (<a href="https://www.england.nhs.uk/supporting-our-nhs-people/support-now/wellbeing-apps/unmind/">NHS England</a> » Unmind (<a href="https://www.england.nhs.uk/supporting-our-nhs-people/support-nhs-people/s





### **NHS Practitioner Health**

The NHS Practitioner Health is available for service users across both primary and secondary care who, due to confidentiality reasons, cannot access care or treatment locally. For further information on eligibility to NHS Practitioner Health or to access support please visit <a href="Health and Care Staff In England">Health and Care Staff In England (practitionerhealth.nhs.uk)</a> (<a href="https://www.practitionerhealth.nhs.uk/health-and-care-staff-in-england">https://www.practitionerhealth.nhs.uk/health-and-care-staff-in-england</a> )

# Digital weight management programme for NHS staff

#### Supporting our NHS colleagues through a digital weight management programme for staff

The programme provides online access to a 12-week weight management plan to support you on your journey to a healthier lifestyle. As a digital programme, it can be used anywhere, allowing you to complete the programme in your own time.

Each plan provides recipes and nutrition advice, wellbeing support and tips to boost activity levels. The NHS is working with some well-known weight-management organisations like Liva, MoreLife, Oviva, Second Nature, Slimming World and Xyla Health & Wellbeing to deliver this programme.

#### Who can sign up

NHS Colleagues in England are eligible to register for this programme if:

- You are a member of staff working in the NHS (working in any role, including bank staff and staff on temporary contracts) with a valid NHS email address
- You are over 18 years of age
- You have a BMI of 30 or greater (this is lowered to 27.5 or greater for people from Black, Asian, and Minority Ethnic groups, as these groups are at an increased risk of conditions such as Type 2 diabetes at a lower BMI)

#### How to sign up

#### Make sure you have an NHS work email address

We need a valid NHS email address to confirm you are an NHS worker and to make sure we can contact you to start the programme. If you don't currently have an NHS email address, but are employed by the NHS, please contact your line manager to request this. We will be contacting you via this email address after you sign up so check your inbox (and junk mail) regularly.

#### Complete the sign-up form

This will take no longer than 10 minutes. We will need some information from you to help find a plan that suits you! All information will be kept confidential from your employer and workplace.

#### Choose a weight management plan

Once successfully registered, you will be directed to a central platform from where you can choose from a list of available weight management plans.

#### Sian up here

You can find more information in our frequently asked questions. There are also leaflets and posters to download.

# Supporting colleagues affected by the menopause

Good menopause care has both direct and indirect impacts on workforce retention levels, productivity, and absenteeism. Ensuring staff get the support they need is an important part of retaining experienced talent and skills. It would also minimise the impact of a person's symptoms, health and wellbeing issues, and productivity on patient outcomes, their work, personal life, and relationships.

- All NHS organisations can now access the national menopause guidance <a href="here">here</a> that was developed by NHS England and aims to support organisations and line managers in supporting colleagues experiencing symptoms of the menopause. This guidance helps readers understand more about the menopause, how the symptoms can affect our colleagues at work, and how we can better support colleagues who are experiencing symptoms of the menopause.
- For colleagues off work due to menopause related symptoms, line managers are encouraged to maintain regular contact to support and connect during the absence. Our Recording menopause related sickness guidance also offers advice to line managers, HR colleagues and ESR users on how to record menopause related sickness. By recording accurately, we can gain a better understanding of the impact menopause is having on NHS people and put in place support that our colleagues need.
- Offer regular <u>wellbeing conversations</u> to check in with colleagues and explore if making any reasonable adjustments to their working pattern would support them.
- Recommend that colleagues join local or national menopause support groups and peer networks to meet others who are experiencing similar challenges.
- You can also find tips for managers and leaders on how to support colleagues affected by the menopause in the 'Supporting colleagues in late career' chapter of our retention guide for line managers and employers.
- NHS England have a new e-learning for health module <u>here</u> about the menopause. Developed specifically for NHS staff, it covers the common symptoms of the menopause, how it can impact people at work and how we can support colleagues going through the transition.

Further menopause resources can be found on the Supporting colleagues in early and late career page of the retention hub: Find more information on Supporting people in early and late career <u>here</u>

# Financial wellbeing

We know that health and wellbeing support remains the top driver of both motivation and advocacy, and that many are increasingly concerned about how they can make their money go further.

We have <u>added a page</u> with a range of ideas to help any member of health and care staff and support their financial wellbeing.

We've been working with the MoneyHelper Service (formerly the Money and Pensions Service or Money Advice Service), an organisation who work to improve peoples financial wellbeing across the UK, to provide you with free, independent support. Based on calls to our support lines, we've picked out some of the top tools and resources to help you.

Try the free and impartial money advice telephone support line (Typetalk 18001 0800 915 4622 – available nationally), or their WhatsApp or webchat service:

### **NHS** telephone support line

#### 0800 448 0826

NHS people can call this support line, provided by the MoneyHelper Service, for free and impartial money guidance. Monday to Friday, 8am to 6pm.

### **WhatsApp**

Add **+44 7701 342 744** to your WhatsApp and send the MoneyHelper Service's national support team a message for help with sorting out your debts, credit questions and pensions guidance.

### Webchat

Chat to one of the MoneyHelper Service team via their online portal.

# Financial wellbeing tools

### More top tools and resources from the MoneyHelper Service

- <u>Budget Planner Tool</u>: This free Budget Planner puts you in control of your household spending and analyses your results to help you take control of your money. It's already helped hundreds of thousands of people.
- <u>Couch to Financial Fitness</u>: Would you like to feel more in control of your finances? Try their free and flexible ten-week plan to help you build your confidence to manage your money. Develop core saving muscles, and create better habits for a long-term cash confident future.
- <u>Debt Advice Locator Tool</u>: If you're struggling with debt, it can be hard to know where to turn. But with lots of free national and local advice services available across the UK, you can use this tool to find help in a way that's best for you.
- <u>Debt and borrowing</u>: For taking control of debt, getting free debt advice, and how to borrow affordably.
- Benefits: Find out what benefits you're entitled to and learn about Universal Credit.
- <u>Budgeting and managing your money</u>: Advice on running a bank account, planning your finances, and cutting costs.
- Work and redundancy: Advice on understanding your employment rights, what in-work benefits you might be entitled to and how to handle redundancy.
- <u>Family and care</u>: Big money decisions often need to be made when looking after family members and partners, expecting a baby, or dealing with problems like illness, divorce or bereavement. MoneyHelper has easy to understand guides to help you.
- Help with scams: Advice for spotting, avoiding and recovering from scams.

# **Wellbeing Conversations**

### Support for line managers and those holding wellbeing conversations

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# Handling difficult situations with compassion – e-learning programme

In order to support our NHS colleagues to handle a range of difficult situations, NHS England is pleased to announce that an e-learning module of the award nominated 'Handling difficult situations – Caring for yourself and others with compassion' programme is now available to colleagues in frontline, patient facing roles. The e-learning can be accessed here: <a href="https://portal.e-lfh.org.uk/Component/Details/783143">https://portal.e-lfh.org.uk/Component/Details/783143</a>

### Who can sign up

This e-learning is aimed at colleagues in patient-facing, frontline roles across all sectors of the NHS, who may not have received any training of this type before.

For any questions or queries about this e-learning, please contact the national Health and Wellbeing team at ournhspeople.hwb@nhs.net