

## 20 Questions

<p><b>What is MINDFUL EMPLOYER?</b></p>	<p>MINDFUL EMPLOYER began in 2004 and is a voluntary initiative which aims to provide employers with easier access to information and local support in relation to staff experiencing stress, anxiety, depression or other mental health conditions.</p> <p>The initiative is run by Workways, part of Devon Partnership NHS Trust. We're based in Exeter but MINDFUL EMPLOYER is open to any employer anywhere in the UK – and it's been launched in Australia, Canada and New Zealand</p>
<p><b>Why is this important to me?</b></p>	<p>Staff are your organisation's biggest asset. 1 in 4 people experience a mental health condition at some point in their lives – and that's been shown to be 1 in 3 of those of working age. So, facts are, you will have people who work for you with such experience.</p> <p>The financial cost to British business of mental ill health is an estimated £26 billion per year – that's equivalent to £1035 for every employee – and some place it as high as £40 billion. Positive steps to improve the management of mental health in the workplace should enable employers to save at least 30% of the cost of lost production and staff turnover. Other research indicates spending 80p on health promotion and intervention saves £4 in costs due to absenteeism, temporary staff and presenteeism.</p> <p>As well as meeting your legal obligations (such as the Duty of Care and Health &amp; Safety considerations), supporting your staff enhances your reputation, productivity and meeting the needs of your customers.</p>
<p><b>What do you provide?</b></p>	<p>MINDFUL EMPLOYER is here to help you talk to staff when you have your concerns - and to help you respond when they come and talk to you. We have a wide range of information on our website including the <a href="#">MINDFUL EMPLOYER Line Managers' Resource</a> and <a href="#">Keeping Well at Work</a> (a companion booklet for staff) and details of supporting agencies in <a href="#">your part of the UK</a>. We also provide <a href="#">mental health awareness training</a> for managers and staff – which can be delivered at your premises. There is also a <a href="#">Charter for Employers who are Positive About Mental Health</a>.</p>
<p><b>Do I have to employ people with mental health conditions?</b></p>	<p>As an employer, you'll want people who have the right skills, experience and potential – being involved with MINDFUL EMPLOYER doesn't change that. Indeed it can help indicate that you have a commitment to be more aware of the support applicants may require.</p>
<p><b>So it's not about getting people in to work?</b></p>	<p>Not at all – in fact, you probably spend 90% of time on your existing workforce. If anything, MINDFUL EMPLOYER is more about the people who already work for you. Having a good job is good for people's health so you play a vital role in that.</p>
<p><b>Where can I get help in managing staff with mental health conditions?</b></p>	<p>You are welcome to contact us at any time on 01392 677064 or <a href="mailto:info@mindfulemployer.net">info@mindfulemployer.net</a> and we can offer you some assistance and put you in touch with other employers. In some places there are <a href="#">Local Employer Networks</a> where you can meet other employers – follow the links from our contact page. We're also on LinkedIn, Twitter and Google+ to enable you have contact with other employers. We can also put you in touch with <a href="#">organisations near you</a> who can support both you and your employee.</p>
<p><b>What's the Charter about?</b></p>	<p>The <a href="#">Charter for Employers who are Positive About Mental Health</a> is a set of aspirations for employers to work towards. It's completely voluntary, it's not an accreditation or a set of quality standards – and that's because it takes time to address the complex area of mental health and the Charter reflects that long term view.</p> <p>You can get in touch with us or use our website without being a Charter signatory but it is a tangible public way of demonstrating your commitment to this aspect of workforce development. You can be a signatory whether you are public, private or voluntary sector, small, medium or large employer.</p>

<p><b>How much does it cost?</b></p>	<p>There's no cost involved in asking for information or advice, using our website or coming to our network meetings. We do charge for <a href="#">mental health awareness training</a> and some of our <a href="#">publications</a> and other events as advertised.</p> <p>If you wish to sign the Charter then It depends on the number of employees you have. The <b>New Signatory Administration Fee</b> is <b>£50</b> (up to 50 employees) <b>£75</b> (50-250) <b>£100</b> (250+). All signatories are required to complete a Review two years after signing and every three years thereafter – the <b>Charter Review Administration Fee</b> is <b>£75 per Review</b> (up to 50 employees) <b>£110 per Review</b> (50-250) <b>£150 per Review</b> (250+). <b>NB</b> This is <u>not</u> an annual fee.</p>
<p><b>How much time will it take up?</b></p>	<p>That is largely up to you. Being a signatory is completely voluntary and how you take it forward within your organisation will depend on the way you feel it will best suit your workplace and staff. We don't want to add to your workload – but clearly some action will help your staff know that the commitment is a genuine one.</p>
<p><b>I am a small employer – is it worth it?</b></p>	<p>Many small businesses don't have access to HR or occupational health support so you'll be able to access information and local agencies who can help.</p>
<p><b>Does it make a difference?</b></p>	<p>Yes it does and you can read what employers tell us about the <a href="#">difference it makes</a> and take a look at <a href="#">Let's Talk About Mental Health</a> which says what employees think.</p>
<p><b>What's the downside?</b></p>	<p>We don't believe there is one – especially if your workforce knows about it and understands what being a signatory means (and what it doesn't).</p>
<p><b>What doesn't it mean, then?</b></p>	<p>The Charter is not an accreditation, nor a quality standard nor a set of targets to achieve. It's voluntary, aspirational and takes a long term view – these are things to work towards and that will take time. Please don't sign the Charter if someone else is asking you to do so as part of a contract or similar agreement – we want you to sign it because you want to.</p>
<p><b>What are the benefits of being a signatory?</b></p>	<p>Signing the Charter makes a public, tangible statement of your commitment to your staff. Being a signatory:</p> <ul style="list-style-type: none"> <li>• Shows others and your own staff that you are a good employer</li> <li>• Expresses your corporate social responsibility</li> <li>• Reduces recruitment and training costs</li> <li>• Helps towards complying with legislation (e.g. Equality Act &amp; HSE)</li> <li>• Reduces sickness levels</li> <li>• Enhances customer service</li> <li>• Improves productivity</li> <li>• Makes you more attractive to people with mental health issues and others</li> <li>• Helps you retain staff who have experienced discrimination in the past</li> <li>• Makes yours a healthier workplace</li> </ul>
<p><b>Will being a signatory mean I will be audited or assessed?</b></p>	<p>No – we will ask you to complete a paper <a href="#">Review</a> two years after you first sign and then every three years after that. This enables you to reflect on the good practice you have in place, the areas you feel you need to improve and the action you want to take. There is no 'pass or fail' and we will offer you suggestions and information for taking the action you have identified.</p>
<p><b>What happens if I don't complete the review?</b></p>	<p>If the issue is lack of time then you can always ask for an extension to the due date. If you simply don't contact us about the Review then your Charter status will be revoked – but you can always sign again in the future.</p>

<p><b>Will my details remain confidential?</b></p>	<p>Absolutely. The only thing we do is put the name of your business on the <a href="#">main list of Charter signatories</a> and on the appropriate <a href="#">regional or national</a> page(s). We don't disclose your individual contact details to anyone.</p>
<p><b>Besides the Review, what else do I need to do?</b></p>	<p>Again, that's up to you – we'd like you to display the MINDFUL EMPLOYER logo on your website, intranet, letterheadings, information for staff to show your commitment. You'll also have some <a href="#">posters</a> to display and a copy of <a href="#">Working Towards</a> which will help you identify good practice, areas for improvement and action to take. You may like to arrange for some <a href="#">mental health awareness training</a> and buy copies of the <a href="#">MINDFUL EMPLOYER Line Managers' Resource</a> and <a href="#">Keeping Well at Work</a>. There are also some special <a href="#">offers and discounts</a> available.</p>
<p><b>What happens once I have signed?</b></p>	<p>Once we have received <i>both</i> the signatory form and your payment of the administration fee you'll be sent the MINDFUL EMPLOYER logo, <i>Working Towards</i>, details of the Review process, free copies of the <i>MINDFUL EMPLOYER Line Managers' Resource</i> and <i>Keeping Well at Work</i> and our general leaflet, and printed copies of the Charter (with your company logo on it if you wish) to put on display.</p>
<p><b>How do I become a Charter signatory?</b></p>	<p>You can become a signatory at any stage. You don't have to be achieving any 'minimum standards' to do so. Simply take a look at the Charter itself and if that's something you want to work towards then <a href="#">sign online</a> or through our <a href="#">Information Pack</a></p>

Visit [www.mindfulemployer.net](http://www.mindfulemployer.net) or tel: 01392 677064 or email [info@mindfulemployer.net](mailto:info@mindfulemployer.net) to find out more

**With the right support, you can deliver your business & people with a mental health condition stay in work**