Ontario Psychological Association Certificate Program

Management of Workplace Mental Health and Psychological Safety

Dates:
Thursday, September 22 - Saturday, September 24, 2016

Location:
20 Toronto Street Conference Centre
20 Toronto Street, 2nd Floor
Toronto Ontario

Developed by
Dr. Stephanie Bot, C. Psych., Psychoanalyst
President, BizLife Solutions

Approved for 18 HRPA CPD Credits
Management of Workplace Mental Health and Psychological Safety

Curriculum and Course Objectives

Thursday, September 22, 2016

9 am – 10:00 am

Introduction

- Review the important factors in the implementation of a program for creating a mentally healthy and psychologically safe workplace
- Identify the 10 Pillars necessary for developing a psychologically and mentally healthy workplace
- Identify and review the role of Human Resource Professionals, Consultants, Therapists and Business Leaders to creating a mentally healthy workplace

Pillar 1: Understand and Reduce Stigma

- Learn the history of mental illness stigma
- Identify ways to reduce stigma in the workplace

Presenter: Ms. M. Janet Kasperski, RN, MHSc, CHE, CEO, OPA

10:30 am – 12:30 pm

Pillar 2: Understand Mental Disorders and How They Present in the Workplace

- Identify the different types of mental disorders and how they present in the workplace
- Recognize signs of difficulty in employees
- Identify the barriers for employees in seeking and receiving help
- Review the appropriate responses to employees who may have a mental disorder and the provision of support and resources within the context of the workplace
- Identify boundary issues and the need to maintain employee/employer privacy and confidentiality
- Learn a Return to Work Plan (with template) designed to appropriately accommodate employees who have suffered mental health issues

Presenter: Dr. Stephanie Bot, C. Psych., Psychoanalyst, President BizLife Solutions
1:30 pm – 2:30 pm

Pillar 3: Identify Risks, Vulnerabilities and Strengths for Psychological Health and Safety in the Workplace

- Learn the vital criterion included in a culture survey to assess risks and vulnerabilities to mental health and psychological safety, as it relates to The Standard
- Review the methods used to identify areas in need of change
- Learn how to manage those risk factors that cannot be eliminated due to job functions and other factors (i.e., first responders)

Presenter: Donna Marshall, M.A., Counselling Psychology

2:30 pm – 4:30 pm

Pillar 4: Psychological First Aid: Responding to Critical/Traumatic Events in the Workplace

- Early Psychological Intervention (EPI)
- Identifying potentially critical incidents relevant to your workplace
- Targeting interventions based on the assessment of need(s)
- Understanding types of interventions
- Strategic planning for addressing critical/traumatic events
- Multi-Disciplinary Team responses

Presenter:
Dr. Elana Rosencrantz, PsyD in Clinical Psychology, Faculty BizLife Institute

Friday, September 23, 2016

9 am – 11 am

Pillar 5: Mental Health in the Workplace – Liability, Legislative Standards and Obligations

- Understand liability issues and recent judgments and damages awarded regarding psychological safety in Ontario workplaces
- Review the Ontario Occupational Health and Safety Act, including the new amendment (Bill 132)
- Identify the obligations of workers, employers and stakeholders regarding their individual and collective responsibilities for establishing and maintaining a mentally healthy and psychologically safe workplace
- Identify the duties that companies have to accommodate special needs of workers with “occupational stress injuries”
- Learn about the Canadian National Standard for Psychological Health and Safety (The Standard)

Presenter:
Ms. Judy Hamilton, LLB, Senior Lawyer, Friedman Law Professional Corporation
11 am – 1 pm

**Pillar 6: Principles of Prevention – A new model to build a culture of respect, psychological safety and mental health in the workplace**

- Review the costs to employers associated with incidences of psychological injuries
- Recognize the importance of building a culture of respect to foster mental health and psychological safety and improve the bottom line as well as addressing The Standard
- Review the factors essential in creating a culture of respect
- Review the common shortcomings in policies and procedures regarding the responses to harassment, bullying and other hostile communications that increase the risk of psychological harm and mental health issues in the workplace
- Develop the knowledge and skills to prevent and manage incidents to decrease the risk of psychological harm to individuals and organizational risks and liabilities of the HEART Program

**Presenters:**

*Dr. Stephanie Bot, C. Psych., Psychoanalyst*

*Donna Marshall, M.A., Counselling Psychology*

2 pm – 3 pm

**Pillar 7: Improving Employee Wellness to Support Mental Health: A Strategic Prevention Guide**

- Understand the direct link between wellness and mental health
- Receive ROI data and statistics
- Learn about a model of success at The Globe and Mail
- Understand strategies to integrate wellness practices to increase mental health and wellness into the workplace culture (i.e., exercise, ergonomics, injury prevention etc.)

**Presenter:**

*Dr. Emily Danson, B.Kin., D.C. Dip Med., Ac., ART, Chiropractor at Highpoint Wellness Centre*

3 pm – 5 pm

**Pillar 8: Best Practices for Stress Management and Mindfulness at Work**

- Understand the indicators of stress in the workplace
- Learn about the impact of stress on individuals and the organization
- Review stress management techniques
- Identify how principles of Mindfulness can be applied personally and in the workplace
- Understand first hand how Mindfulness reduces stress through an experiential exercise

**Presenter:**

*Dr. Chayim Newman, C. Psych., Faculty Dr. Stephanie Bot and Associates, Faculty, BizLife Institute*
Saturday, September 24, 2016

9 am – 12 am

Pillar 9: Best Business Practices to Promote Mental Health and Psychological Safety in the Workplace

- Workshop will be interactive and you will be your own case study
- Learn and use models, strategies and templates to plan your discussion points, highlighting the criteria most important to the decision maker. These tools include:
  - The Inter-Dependency Model
  - The Discovery Strategy Matrix
  - The Currency Exchange Assessment
  - Steps to Influence and Persuade
  - Marilyn’s Discussion Planner Matrix
  - 5 Criteria necessary for effective change

Presenter:
Marilyn Debora, Certified Training Professional, HR Consultant

1 pm – 3 pm

Pillar 10: Integration of Principles and Practices into an Action Plan for Change

- Review and summarize the principles and components of creating a mentally healthy and psychologically safe workplace
- Identify key indicators to prevent, manage and promote mental health in the workplace
- Complete an Action Plan by working in groups, that can be implemented in your workplace

Facilitators:
Donna Marshall, M.A., Counselling Psychology, CEO BizLife Solutions
Jan Kasperski, RN, MHSc, CHE, CEO Ontario Psychological Association

Final Project Review and Closing