



See Me in Work Employers



About See Me

See Me is Scotland's national programme to end mental health stigma and discrimination.

Our vision is for a fair and inclusive Scotland, free from mental health stigma and discrimination. See Me is currently funded by the Scottish Government and is managed by the Scottish Association for Mental Health (SAMH) and Mental Health Foundation Scotland (MHF).

To do this we are targeting key settings where people face stigma and discrimination; in work, education, health and social care, and in their local communities.

We want to change the culture around mental health so people feel confident enough to speak about how they are feeling and ask for help if they need it without the fear that they will be stigmatised and discriminated against.



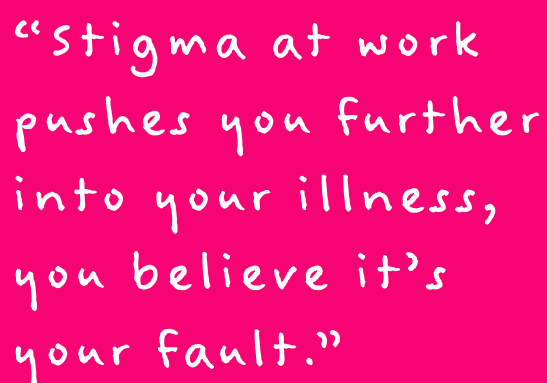
Mental health stigma and discrimination in the workplace

Work is a key factor in supporting and protecting mental health. Many people with mental health problems want to be at work and value the part it plays in their lives. There is a growing awareness of the importance of good mental health and well-being in the workplace and line managers are reporting a growing need for help and support. At strategic level, and of concern to HR professionals and senior managers, there is a need for organisations not only to address the challenge of staff absence and presenteeism, but also to maximise the opportunities to recruit, tap into and retain talent.

To learn more about the impact of mental health stigma and discrimination in the workplace visit:

www.seemescotland.org/workplace/learning-from-others/the-benefits-of-peer-support/case-studies/

When workplaces get it right on mental health it creates an atmosphere where people can flourish; it can help retain staff, and improve the reputation of the organisation. However, when stigma and discrimination are present it can damage employees' confidence, limit their potential and prolong an illness. All of this harms the employer as well as the individual.



“Stigma at work pushes you further into your illness, you believe it’s your fault.”

See Me lived experience volunteer

Did you know?

According to the Thriving at Work report (2017), poor mental health costs employers between £33 billion and £42 billion a year, with an annual cost to the UK economy of between £74 billion and £99 billion. Furthermore, according to SAMH, poor mental health costs Scottish employers over £2 billion every year.

Organisations can use the See Me in Work cost calculator at www.seemescotland.org/workplace to get an instant estimate of costs, based on the number of employees, sick days attributable to mental health problems and potential savings made possible through raising awareness, developing understanding and making reasonable adjustments.

See Me in Work

See Me in Work is a programme of supports for employers in Scotland that are committed to creating working environments inclusive of mental health, and free from stigma and discrimination.

Through See Me in Work employers can access advice, tools and support to improve the working lives of employees experiencing mental health problems; encouraging an equal and fair recruitment process for those seeking employment, supporting people to stay in work, wherever possible, and ensuring those returning to work following mental ill-health are fully supported back into the workplace.

The See Me in Work programme aims to meet the needs of all organisations, regardless of their size, sector or industry. Organisations can engage with See Me in Work in various ways, from choosing to make small changes to reviewing their whole approach to creating stigma-free, mentally healthy workplaces.



See Me in Work Portal

The See Me in Work Portal ('the Portal') is for any organisation in Scotland that wants to take a whole organisational approach to mental health in the workplace, taking into account the mental health needs of employees across all aspects of the employment life cycle but also at strategic, planning and development levels.

The Portal has been specifically developed to provide a framework for workplaces to make continuous improvements to their culture, practice and policies to directly tackle mental health stigma and discrimination on an ongoing basis. This improvement framework allows organisations to take ownership of improvement work, driving action that builds on existing positive practice whilst focusing resources on specific and measurable activities that will lead to the most impact.

Benefits include:

- Free to access online portal (funded by Scottish Government).
- Self-serviced with up to 10 users from the organisation.
- Detailed needs assessment sets out areas of strength and gaps in current practice.
- Targeted improvement recommendations to address areas of most need.
- Peer Learning Network membership to network and share learning with other employers.
- Optional See Me in Work Partnership that evidences the organisation's ongoing commitment to ending mental health stigma and discrimination.
- Access to step by step guidance and best practice developed in line with sound research and evidence, and reinforced by learning from See Me, our partners and volunteers.

Requirements:

- Explicit buy-in from senior leaders at the highest level (i.e. CEO, HR Director) and ongoing commitment to taking a whole organisational approach to mental health inclusion, including engaging in open and honest conversations about mental health needs and support, maximising engagement across the whole organisation and resourcing specific and tangible action.
- Designated engagement lead, support lead, executive sponsor and communications lead.



How does the Portal work?

Organisations can check suitability to join the Portal and apply to join the programme at any time at www.seemescotland.org/workplace. Once their application has been accepted, organisations can begin to work through the first improvement cycle.

Each improvement cycle involves four stages:



Organisations will work through a number of tasks at each stage, assisted by guidance, tools and resources. The Portal uses a lock-in system; as tasks are completed others become unlocked.

Engagement will be coordinated by the Engagement Lead and the Support Lead, who can invite key colleagues across the organisation to access the Portal to manage process, data collection, etc.

The time it takes to go through an improvement cycle will vary. For medium and large organisations, a minimum commitment of 18 months is to be expected per cycle, whereas smaller organisations might be able to go through a cycle in a shorter time.



Stage 1: Needs assessment

Capturing a robust baseline is key to demonstrating the impact of improvement work. Organisations can go back to the baseline to measure how things have changed, whether intended improvements were achieved. In Stage 1 organisations will carry out a thorough needs assessment of the workplace, which includes:

Employer self-assessment: Taking stock of existing organisational policies and practices in relation to the seven building blocks identified by the evidence base and reinforced by learning from the See Me programme for creating a workplace environment inclusive of mental health, and free from stigma and discrimination:

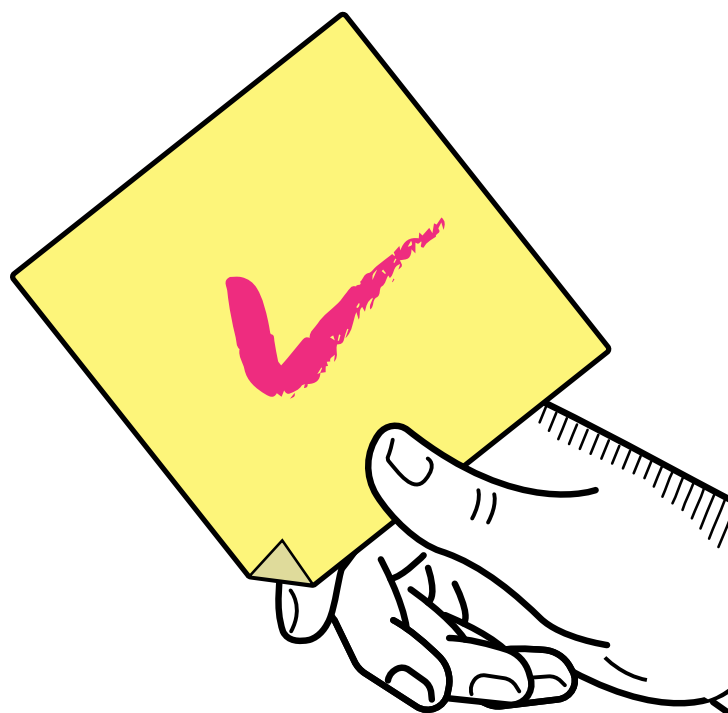
1. Senior leadership commitment and engagement
2. Conditions for safe, effective and pertinent disclosure
3. Mental health awareness and literacy
4. Effective mental health training approaches
5. Confident and informed line management
6. Effective implementation of reasonable adjustments
7. Stigma-free organisational culture and ethos.

See Me in Work online staff survey: Taking stock of staff's knowledge, attitudes and perceptions, as well as experiences in relation to mental health stigma and discrimination across key areas of the employment process:

- Pre-employment
- In work
- Training
- Returning to work
- Organisational culture.

Focus groups: Facilitating conversations with staff to get a better sense of where the organisation is at in relation to findings from the self-assessment exercise and the online staff survey that might not be clear and/or require further investigation.

Needs assessment report: Reviewing the report that summarises the results of the self-assessment, the online staff survey and any focus groups that were carried out. The report uses a traffic-light scoring system to highlight areas of existing positive practice (green) and areas for improvement (amber and red). The report is designed to give guidance to the organisation from which improvement priorities and plans can be developed in Stage 2.



Stage 2: Improvement planning

The Portal will draw from the results of the needs assessment to generate a draft improvement plan that targets any areas flagged as in need of improvement. Organisations will be encouraged to engage others in the organisation to ensure the improvement plan is representative. Organisations will be able to assign details to improvement activities, including who leads / supports delivery, expected timescales, and resources required.

Stage 4: Evaluation and review

In this stage organisations will be encouraged to review and evaluate engagement in the See Me in Work programme, looking at what was planned, what activity was carried out and what (intended and unintended) outcomes were achieved. Organisations can look into what was learnt from any activities that didn't go to plan or had to be cancelled, as well as celebrating any successes before moving on to capturing impact data by starting a new cycle. Communicating with staff will be key to sustaining their engagement and demonstrating genuine commitment to creating a stigma-free mentally healthy workplace.



Stage 3: Improvement implementation

This stage involves delivering, monitoring and evaluating the activities set out in the improvement plan. Organisations will be able to update the planned activities with a progress status, changes to staff leads and/or timescales and add notes, allowing organisations to keep everything they need for effective project management in one place.



The See Me in Work Starter Pack

What is it?

The See Me in Work Starter Pack is a suite of resources for employers to take action to tackle mental health stigma and discrimination and start to create a workplace inclusive of mental health. It includes a number of elements from the See Me in Work programme, including:

- The self-assessment
- Practical advice
- Tools and resources
- Positive practice examples and case studies from employers and people with lived experience.

Who is it for?

The Starter Pack is for any organisation that is ready to take action but feels the full programme is not right for them. The pack is freely accessible to download from: www.semescotland.org/workplace.

How does it help?

- See Me resources are free to access at any time.
- Organisations can use the Self-Assessment Tool to take stock and identify areas of strength and/or gaps in current practices.
- Organisations are supported to start making improvements at their own pace, in a way that works for them.

What does the pack contain?

The Starter Pack is designed to be an evolving source of information and guidance. See Me will add new resources as learning around mental health inclusion in the workplace develops.

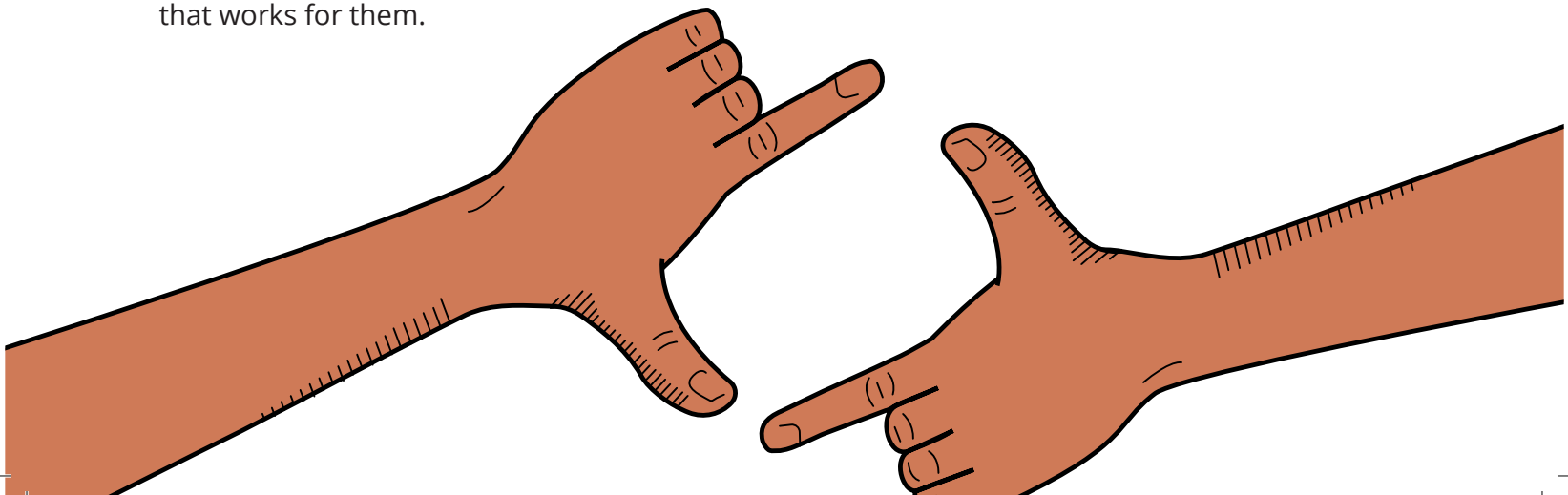
The pack includes:

- Welcome and introduction to See Me in Work, from See Me Director, Wendy Halliday
- Video introduction to See Me in Work
- Making the case resources (cost calculator; legal, moral and business case, etc.)
- See Me in Work Self-Assessment Tool
- See Me in Work Let's Chat Tool
- See Me in Work e-Learning
- Spotlight On guides
- Case studies.

Looking to start with something smaller?

For organisations and individual employees that are looking to start with smaller activities, the See Me website offers a variety of resources, tools and campaigns that can be used in the workplace to start creating positive change. There is something for everybody.

Still not sure what option might be best for you? Get in touch with See Me to discuss further via www.seemescotland.org/contact





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