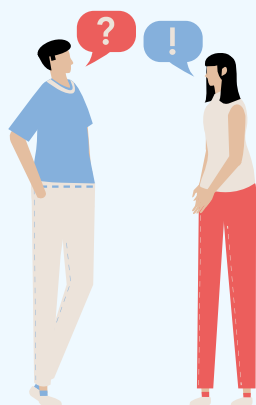


# EMPLOYEE WELLNESS

## A "HOW TO" TIP SHEET TO SUPPORT AN EMPLOYEE WITH A POTENTIAL MENTAL HEALTH ISSUE



Be clear in what you are seeing

Use dates & times

Support, not diagnose

Ask, how are you doing? Why am I seeing this?



Communicate with empathy, respect

Allow for silence

Watch pace, volume, eye contact, emotion in voice



Don't make assumptions

Avoid distractions

Be non-judgmental

Paraphrase



Validate feelings

Ask fewer questions

Use statements like, "I'd like to know more"



After the conversation

Offer in-house supports

Respect confidentiality

Train your staff



**Canadian Mental  
Health Association**  
**Haliburton, Kawartha, Pine Ridge**  
*Mental health for all*



**Canadian Mental  
Health Association**  
**Lambton Kent**

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