

Your Guide to Wellbeing in the Workplace

Meet Sam...

Sam is a 45 year old shift supervisor.

He has worked for his current employer for over 20 years and is loyal and hard working.

Sam began playing online poker to distract himself from his grief at night. This has spiralled out of control and he is now in debt, which has resulted in him drinking more.

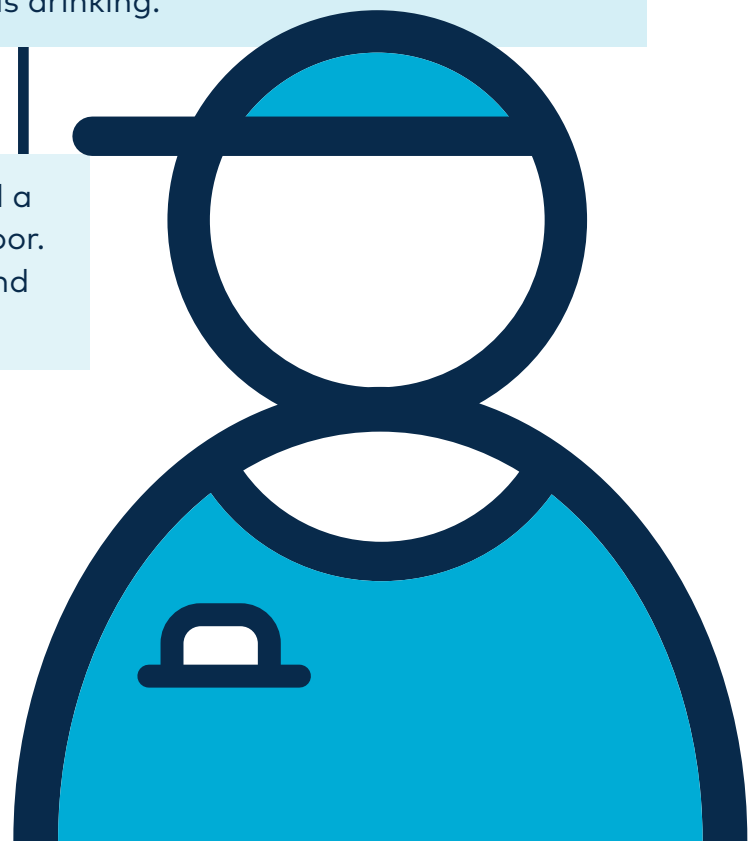
Last year his father passed away and this hit Sam hard. Struggling to deal with his loss, he turned to alcohol to help him get through the day.

The loss of his father, his reliance on alcohol and his gambling habits are affecting his work. He has been absent a lot recently. There have also been whispers from colleagues who have smelled alcohol on his breath.

Sam gets on well with his workmates and has a laugh, but there is a lot of 'banter' and he doesn't feel comfortable confiding in anyone and worries about losing face. He is also concerned he may lose his job if managers find out about his drinking.

It all came to a head last week. Sam chased a health and safety incident on the factory floor. He was feeling overwhelmed and anxious and wasn't concentrating on the task at hand.

After an investigation into the incident Sam was called into a meeting where he broke down and finally opened up about his problems.



What do you – the employer – do with Sam?

Do you:

A. Instantly dismiss him

[and lose his 20 years of expertise]

B. Give him a warning without addressing the core issues

[but run the risk of things getting worse]

C. Work with Sam to explore the issues and get him the right support

[resulting in his return to work and retaining his expertise for another 20 years]

What is the cost to your business?

It could cost more than you think to simply dismiss Sam:

Dismiss Sam

- Average recruitment agency costs to replace Sam
= **£4,500**¹
- Average hiring period during which time you are short-staffed
= **27.59 days**²
- Training costs to get Sam's replacement up to speed
= **£1,000**³
- Potential tribunal costs if Sam decides he was unfairly dismissed
= **£8,500**⁴
- Average cost of replacing a single member of staff
= **£30,000**⁵

Work with Aquarius Life and...

- Ensure Sam's manager has been trained to spot the early warning signs
- Have clear and robust policies and procedures in place to support Sam through this difficult time and protect your organisation from legal challenge
- Create a supportive and open workforce so that Sam feels comfortable confiding in his workmates
- Offer Sam one to one support from specialist advisers who can help him make positive changes and develop healthy coping strategies.

Improve Sam's life, improve your business workplace outcomes, all at a fraction of a cost.

5 steps to achieving wellbeing in the workplace

Ask yourself:

Issue	Solution	Outcome
<p>1. Do you have a wellbeing policy and robust procedures in place?</p> <p>Are they up to date, relevant and fit for purpose?</p>	<p>You have a duty to your employees. Aquarius Life conducts a policy audit to identify the gaps that could leave your business legally vulnerable.</p> <p>We create bespoke wellbeing policies and processes that will support your employees and protect your organisation.</p>	<p>You're legally compliant and have a process in place to provide Sam with the support he needs.</p>
<p>2. Do your managers know what signs and symptoms to look out for in their teams? Do they know how to sensitively and effectively approach members of staff who are struggling?</p> <p>Do they know how to address any staff wellbeing issues that arise or how to manage the situation?</p>	<p>Aquarius Life trains managers to identify the early warning signs and advise them on how to approach and support with employees they suspect may be struggling.</p>	<p>Sam's manager will see that he is struggling, will know how to approach him sensitively, and can work with him before the issues spiral out of control.</p>
<p>3. Do your employees have the emotional tools needed to manage stress and deal with difficult issues?</p>	<p>Prevention is better than the cure. Aquarius Life runs workshops to equip staff with the key skills and tools needed to build resilience and develop positive coping strategies.</p>	<p>Your employees will be able to recognise how stress and pressure affect them and be better equipped to cope when they experience difficulties.</p>
<p>4. Is your staff culture supportive and able to effectively deal with mental ill health or issues related to the use of alcohol, drugs and gambling?</p>	<p>It is important to nurture a supportive culture. Aquarius Life runs information campaigns designed to educate the workforce on issues around psychological health and wellbeing.</p>	<p>Employees feel comfortable confiding in each other and their managers when they are struggling, instead of bottling things up.</p>
<p>5. Do you have appropriate support in place, such as Occupational Health or specialist advisers you can work with?</p>	<p>Aquarius Life has a team of specialist practitioners trained to deal with a broad spectrum of issues. Our practitioners can offer one to one and group support and have the experience and knowledge to refer employees to the correct support service should it be necessary.</p>	<p>Employees get the right help when they need it. There are no waiting times with Aquarius Life.</p>

Did you know?

- **12.5 million** work days were lost in 2016/17 due to illness relating to stress, depression or anxiety⁶
- Mental health in the workplace costs the UK economy between **£33bn to £42bn**⁷ a year:
 - Absenteeism cost = **£8bn**
 - Presenteeism cost = **£17bn to £26bn**
 - Staff turnover = **£8bn**
- Employed people are more likely to drink to excess than unemployed people⁸.

Here's what people have said about how **Aquarius Life** supported them:

"A valuable asset to the Occupational Health service"

"I'm in work because I feel so much better"

"I've got my life back"

So what *did* you do with Sam?



Hopefully, you got **Sam** the help and support he needed to get back on track.

This means:

- Sam has returned to work
- His absences from the business have reduced
- His productivity has increased
- He'll remain a valuable and loyal asset for your business for the next 20 years or so.

Sam is a fictitious character, but most of us know a Sam, Samantha or Samia and their circumstances are very real.

Is there a **Sam** in your team?

Aquarius Life are here to help you with your Sam.

Contact us on:

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References:

- 1 <https://hiring.monster.co.uk/hr/hr-best-practices/recruiting-hiring-advice/managing-hiring-costs/what-are-the-general-costs-of-using-recruitment-agencies.aspx>
- 2 <http://www.hr magazine.co.uk/article-details/recruiting-new-candidates-takes-a-month>
- 3 www.theundercoverrecruiter.com
- 4 British Chamber of Commerce
- 5 <http://www.acas.org.uk/index.aspx?articleid=4857>
- 6 Health and Safety Executive
- 7 <https://www.gov.uk/government/publications/thriving-at-work-a-review-of-mental-health-and-employers>
- 8 <https://app.croneri.co.uk/feature-articles/britain-s-binge-drinking-culture-work?product=17>