



Wellbeing *for Staff*

How to access Help & Support



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Self Care...

The foundation of our wellbeing starts with ourselves. Self-care is vital in maintaining our wellbeing and can be built on with further intervention as required.

This leaflet has been designed to show you ways of supporting yourself as an individual but also how you are able to access further support through the council. The following pages will show you some self-help tools and Occupational Health support that you can access as a RCT employee.

Care first Employee Assistance Programme

Care first is our **NEW CONFIDENTIAL** support intervention open for all RCT staff.

Call the helpline to speak to a counsellor for any work or personal issues. You can also access the advice and information centre for any advice on debt or legal issues.

The helpline is available 24 hours/7 days/365.

To access the above, please call:

0800 174 319

They also offer online support including:

- A website with a range of health, financial and wellbeing information
- Online cognitive behavioural therapy
- Weekly webinars on a range of topics
- Online support for managers

To access please visit the website:

www.carefirst-lifestyle.co.uk

RCT staff Username: **rctc001**

RCT staff Password: **employee**

My Possible Self App

is an NHS approved emotional support app from Care first.

- You can access this app via a personal or work device.
- Please ensure you use a **PERSONAL EMAIL** address to log in.
- Organisation code: **WelFram21!**

www.mypossibleself.com



Self-help Tools



RCT Wellbeing line

Call or email the RCT Staff Wellbeing Helpline to self-refer to a range of occupational health support services including:

- Physiotherapy
- Wellbeing assessments
- A listening ear for any concerns you may have

Call us on:
01443 424100

Email us:
wellbeinghelpline@rctcbc.gov.uk



Cari

Cari is an RCT tool where you assess your own level of wellbeing. It will provide you with your own report and suggest activities such as webinars, exercises and 121 coaching for example.

www.cariwellbeing.co.uk/cari-rct

www.cariwellbeing.co.uk/rct-schools

Access to PC's and support completing Cari is available at RCT Council libraries. Or call the Staff Wellbeing line.

☎ **01443 494003**

✉ **OHUQueries@rctcbc.gov.uk**



RCT Staff Benefits'

RCT Staff can access a range of benefits that can help boost your wellbeing such as:

- Financial Wellbeing
- Cycle to work scheme
- Lifestyle savings
- Home & phone technology
- Car benefit scheme

rctstaffbenefits.co.uk

Register with your six digit staff number (which can be found on your payslip) and the RCT scheme ID number, 7282.



Able Futures

Able Futures is a nationwide specialist partnership set up to provide the Access to Work Mental Health Support Service on behalf of the Department for Work and Pensions.

able-futures.co.uk

☎ **0800 321 3137**

✉ **hello@able-futures.co.uk**

🐦 **@YourAbleFutures**

📘 **@YourAbleFutures**



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RCT Source

RCT Source has a range of useful advice and guidance around supporting your own mental health including how to manage your stress and sleep.

rct.learningpool.com

If you have forgotten your username or password please contact:

☎ **01443 570040**

✉ **thesource@rctcbc.gov.uk**



RCT Leisure for Life

Physical activity and exercise has been proven to boost your wellbeing. Check out what is available on RCT Leisure for Life.

www.rctcbc.gov.uk/leisure

📱 @RCTLeisureService

DOWNLOAD...

the FREE Leisure for Life APP for more information, timetables and booking.



Every Mind Matters

NHS Every Mind Matters provides expert advice and practical tips to help you look after your mental health and wellbeing.

www.nhs.uk/oneyou/every-mind-matters



Mind

Mind is a mental health charity in England and Wales. They provide advice and support to empower anyone experiencing a mental health problem. Mind campaign to improve services, raise awareness and promote understanding.'

www.mind.org.uk

☎ **0300 123 3393**

🐦 @MindCharity

📘 @mindforbettermentalhealth



Mindfulness Apps

There are many apps on the app store and Google Play around Mindfulness.

Apps like “Headspace” and “Calm” help guide you through different breathing and relaxation activities.



Samaritans

Samaritans are a charity dedicated to reducing feelings of isolation and disconnection that can lead to suicide. Their vision, mission and values is that fewer people die by suicide.

www.samaritans.org/wales

☎ **116 123**

✉ jo@samaritans.org

🐦 [@samaritans](https://twitter.com/samaritans)

📘 [@samaritanscharity](https://www.facebook.com/samaritanscharity)



SHOUT

When you text “SHOUT” to 85258 you are connected to a trained, empathetic and listening Shout Volunteer.

SHOUT is a free 24/7 service

www.giveusashout.org

☎ **85258**

🐦 [@GiveUsAShout](https://twitter.com/GiveUsAShout)

📘 [giveusashoutuk](https://www.facebook.com/giveusashoutuk)



Valleys Steps

Promoting better wellbeing all across Rhondda Cynon Taf, Merthyr Tydfil and Bridgend. Community and workplace wellbeing courses available.

valleyssteps.org

☎ **01443 803048**

🐦 [@valleyssteps](https://twitter.com/valleyssteps)

📘 [@valleyssteps](https://www.facebook.com/valleyssteps)

How we can support you...

We're here to help! At RCT we want to promote self-care, and empower employees to seek help and guidance when needed.

However, we appreciate that sometimes people need that helping hand – this is where we come in. We're here to help you get the right support and act as a guide, gently encouraging you back on track towards a more positive mental health and well-being.

Below outlines how we can help you do this...



Management Referral

Speak with your manager about your wellbeing at work

Through further discussions your manager may decide to make a referral to the Occupational Health department for a Wellbeing Assessment.

Managers can also refer in as part of the absence management policy either at Day 1 or Day 14. Day 14 referral to Occupational health is mandatory



Wellbeing Assessment

Our new Wellbeing Assessment has been designed to get you to the most appropriate and effective form of support and intervention.

Here you will get a chance to speak to a fully qualified counsellor about your mental health and how it affects your wellbeing at work

There are a number of interventions available to you as an employee after your wellbeing assessment has been completed.

We will work closely with you to get you to the right support.



Counselling

Our qualified Counsellors are here to offer psychological support to individuals who are severely struggling with their mental health.



One-to-One Coaching

Our trained coaches will help you to build confidence and will act as a helping hand for a number of work place issues, such as conflict or having a difficult conversation.



Physiotherapy

Our team of physiotherapists can provide expert advice on how to keep active and physically healthy.



Signposting

In cases where your need is more specialised, we will support you by making a referral to external experts.

How we can support you (con't)...



Emergency Call Service

We are here to help...

For guidance and support in the case of a traumatic event (e.g. death of a colleague or client/pupil, or suicide conversations etc) managers AND staff can call the Occupational Health Unit on

01443 494003

Further Help

If you have any other queries or if you would like to discuss the Wellbeing process then please...


call us on:

01443 424100

or email us:

wellbeinghelpline@rctcbc.gov.uk

Occupational Health Department

 **01443 494003**

 **OHUQueries@rctcbc.gov.uk**

Mae croeso i chi gyfathrebu â ni yn y Gymraeg
You are welcome to communicate with us in Welsh