HEALTH AND WELL-BEING NEWSLETTER

Providing information to support your health & well-being

ISSUE 5 AUTUMN / WINTER 2021

SHARED SERVICE SHARED WELL-BEING

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WELCOME to our fifth Health & Well-being newsletter for Shared Services Partnership staff. Providing you with information to help support your health & well-being.



PHYSICAL

physical activity or exercise can improve your health whilst improving your quality of life



MENTAL

mental health is important at every stage of life. It affects how we think, feel, and act



SOCIAL

social well-being is an integral element of our overall well-being. It helps us live longer, manage stress, and become healthier



FINANCIAL

financial health is key to leading a happy and successful life. It lays the foundation to a stable and secure financial future

YOUR HEALTH AND WELL-BEING IS IMPORTANT.

This newsletter aims to ensure that it provides you with information that will support you with your health & well-being inside and outside of your place of work. Our information will cover all areas of health & well-being including; Physical, Mental, Social and Financial issues.

We will also be sharing the fantastic well-being initiatives that are being undertaken by Shared Services staff across Wales.

CONTACT US

Get involved! Share your health & well-being experiences with us.

Email: <u>NWSSP.Healthandwellbeing@wales.nhs.uk</u>

BE OUR CHAMPION!

Contact us via carolyn.isles@wales.nhs.uk

We would love you to be part of our exciting and innovative health & well-being initiatives!

MEET YOUR NWSSP HEALTH & WELL-BEING CHAMPIONS



Laura
Price
People and
Organisational
Development



Sarah HughesWelsh Risk Pool
Services



Andy Butler Chair, Health & Well-being Partnership Group Director, Finance and Corporate Services



Darren DaviesFinance and
Corporate
Services



Elena
Holmes
People and
Organisational
Development



Danny FitzgeraldCentral Team
eBusiness
Services



Craig Chislett Health Courier Services



Kelly Jones Accounts Payable



Michelle Richards Finance and Corporate Services



Jessica Morgan Specialist Estates Services



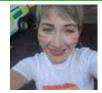
Kerry Flower-Fitzpatrick People and Organisational Development



Gareth
Price
Finance and
Corporate
Services



Justine Kincaid Employment Services



Roxann
Davies
Finance and
Corporate
Services



Sarah
Jones
Counter Fraud
Services



Oliver Rix Procurement Services



Lowenna TaylorLegal & Risk
Services



Nina TristLegal & Risk
Services



Nisha EddyFinance and
Corporate
Services



Sarah Holmes Employment Services



Carolyn
Isles
People and
Organisational
Development



Sara TaylorProcurement
Services



Jade Robinson Primary Care Services



Lisa WestermarkEmployment
Services



Christopher Hampson Employment Services



Lesley CookProcurement
Services



Jackie McLelland Employment Services



Frances
Taylor
Employment
Services



Megan Edwards Legal & Risk Services

MEET YOUR NWSSP HEALTH & WELL-BEING CHAMPIONS



Lee HughesHealth Courier
Services



Marcus Axworthy Health Courier Services



Nigel HigginsLaundry
Services



Judith Groves Laundry Services



Wayne Duffy Laundry Services



Gareth DixLaundry
Services



Alison Laffan Laundry Services



Ellen Martin Laundry Services



Victoria Wilkins Procurement Services



Robert Bowen Procurement Services



Nicola Sloan Legal & Risk Services



Rozalyn Dixon-Jones Legal & Risk Services



Alice Cooksey Legal & Risk Services



Sarah Clewett Legal & Risk Services



Murray Gard Audit & Assurance Services



UPDATED HEALTH AND WELL-BEING PAGES LAUNCHED ON NEW SHAREPOINT INTRANET SITE



On the updated pages you will find dedicated online resources designed to support your health and well-being as well as providing access to support services, well-being fact sheets, and educational resources to help with life's challenges.

NWSSP are pleased to announce the launch of our new SharePoint intranet site which replaces our current Cascade platform. As part of this new update all of our <u>Health and Well-being pages</u> have been updated to provide a fresh, modern and up to date look.

The current Cascade platform will be available for a short period of time before being totally replaced with the new SharePoint site. Access to this will be available at the top of the <u>current intranet homepage</u>.

FIRST VIRTUAL HEALTH AND WELL-BEING CONFERENCE HELD FOR NWSSP STAFF

NWSSP held its first virtual Health and Well-being Conference for staff on 13 October 2021.

Held virtually, the object of the conference was to help colleagues learn about how we can all boost our physical and mental health as we head into the autumn and winter months.

The conference was hosted by Health and Well-being Partnership Group Chair Andy Butler and saw a range of workshops run by special guest speakers that included:

- Nikki Thomas-Roberts, from Cwm Taf Morgannwg University Health Board, who provided a taster introduction to Mindfulness, emotional well-being, regulation and self-care
- Rhodri Fry, from Swansea Bay University Health Board who provided a closer look at healthy eating
- A 'Beating the Winter Blues' session by Time to Change Wales representative Jess Matthews
- 'The Baker's Dozen: How To Build Resilience' session from Mark Stacey, Cardiff and Vale University Health Board, and;
- Dr. Thania Acarón from The Body Hotel whose workshop focused on staff well-being, including "checking out" from daily life and "checking in" and revitalisation through movement and engaging activities.



The conference was very well attended with positive feedback received from attendees.

Reflecting on the conference, Andy Butler said: "This was an excellent and important opportunity to engage with colleagues from across NWSSP. Health and well-being is such an important topic and paramount to us as an organisation. Thank you to everyone that attended. I was delighted with how everyone interacted, and thanks of course the speakers who provided expert insights in regards to their subject areas."



PROMOTING POSITIVE MENTAL HEALTH IN NWSSP: MENTAL HEALTH TRAFFIC LIGHT TOOLKIT LAUNCHED

With mental health problems affecting one in six workers each year along with growing evidence that COVID-19 is having a negative impact on people's mental health and well-being, now is the time to ensure our colleagues talk about mental health along with any concerns they may have while encouraging staff to reach out for support if needed.

We understand this can be easier said than done, and that reaching out within a working environment can be difficult and uncomfortable for many, with this in mind we are eager to share NWSSP's Mental Health Traffic Light Toolkit.

The Toolkit has been designed to allow staff the opportunity to self asses their situation and follow the appropriate paths to find the support, guidance, tips, and contacts they may need. There are several options within each section, you have the choice to decide which one suits you best depending on your circumstances.

We hope you will find this toolkit useful; you will be able to reach out and find comfortable, understanding supportive networks where employees can openly discuss their mental well-being in a non-judgemental environment.

SAMARITANS WELL-BEING SUPPORT LINE AVAILABLE FOR NHS STAFF

Samaritans Cymru have launched a <u>well-being</u> support line for NHS and social care workers.

The support lines are run by the Samaritans and all calls are answered by trained Samaritans volunteers, who provide confidential, non-judgemental support.

Call **0800 069 6222** to access the service.

BALCH/PROUD: THE NWSSP LGBT+ & ALLIES STAFF NETWORK

The NHS workforce is built upon great diversity and we are proud, as an organisation, to celebrate this through the culture of equality, diversity and inclusion that we promote.

BALCH/PROUD is our staff network for LGBT+ colleagues and allies to come together in a safe space for discussions, event planning and the opportunity to build those supportive networks.

The network has is always looking for new members and welcomes allies as well as colleagues from the LGBT+ community.

If you are interested in joining please contact: NWSSP.Inclusion@wales.nhs.uk



MENOPAUSE FOR MANAGERS AWARENESS SESSIONS

Virtual Menopause for Managers awareness sessions are being run in partnership between UNISON and NWSSP's Health and Well-being Partnership Group.

There are 2 one hour sessions scheduled via Microsoft Teams

- Tuesday 11 January 10am
- Monday 17 January 1pm.

These are informative sessions around why the menopause is a workplace issue and how managers could help their staff who might be experiencing symptoms of the menopause.

Please contact Claire Daw to request the Teams link: <u>claire.daw@wales.nhs.uk</u>







REMPLOY MENTAL HEALTH SUPPORT NETWORK AVAILABLE

NWSSP are pleased to announce that we have teamed up with Remploy to support any member of staff who may experiencing a mental health condition.

NWSSP takes the health and well-being of its staff seriously and as an organisation will always provide you with support, safety and comfort, that will allow you to nurture and be happy at your place of work- as well as at home.

This confidential service delivered by Remploy funded by the Department of Work and Pensions is available at no charge to any employees with depression, anxiety, stress, or other mental health issues affecting their work.

The service which offers 9 months support is delivered by Vocational Rehabilitation Consultants (VCRs) – experts in supporting people with mental health conditions. They will work alongside the staff member and the employer (optional) to provide skills to make positive changes, while enabling those with a mental health condition retain or return to their work.

Staff can refer themselves, alternatively staff can ask their Manager, Mental Health First Aider, People & OD Advisor or Kerry Flower-Fitzpatrick (Mental Health Well-being Advisor) to refer them.

Who are Remploy?

Remploy is a leading provider of specialist employment and skills support for disabled people and those with health conditions.

Further information can be read <u>here</u>.

Remploy will offer the following:

- A support plan to keep staff in, or return to work
- Tailored work-focused mental health support for nine months
- Suitable coping strategies
- Ideas for workplace adjustments to help them fulfil their role
- Practical advice to support those with a mental health condition
- Online Cognitive Behaviour Therapy (CBT)
- Resilience
- Mindfulness
- Self-help Tool.

Alternatively, you can call Remploy on **0300 45811**4 Monday to Friday from 9am to 5pm.

For more information regarding this service and the eligibility criteria, please select the following link: Access to Work Mental Health Support Service or contact Kerry.flower-fitzpatrick@wales.nhs.uk





FIRST NWSSP MENOPAUSE CAFE TO BE LAUNCHED IN JANUARY 2022

NWSSP is launching its first Menopause Cafe on 19 January from 1-2pm. This will be an informal, friendly session open to everybody for virtual tea and cake and a chat about all things menopause.

For a link to the Teams session please contact: carolyn.isles@wales.nhs.uk



THE MENOPAUSE: DID YOU KNOW?

The menopause is when a woman stops having periods and is no longer able to get pregnant naturally. Menopause can also be experienced by trans, non-binary and intersex people.

Periods usually start to become less frequent over a few months or years before they stop altogether. Sometimes they can stop suddenly. The menopause is a natural part of ageing that usually occurs between 45 and 55 years of age, as oestrogen levels decline.

In the UK, the average age for a woman to reach the menopause is 51. But around 1 in 100 women experience the menopause before 40 years of age. This is known as premature menopause or premature ovarian insufficiency.

Further information can be read here.

MIND ACTIVE MONITORING SERVICE: FREE MENTAL HEALTH SUPPORT



<u>Mind Active Monitoring</u> is a free, six-week guided self-help programme to help you understand and feel more in control of your emotions.

They support you through the course with regular phone calls. In your first phone call, you and the practitioner will explore if the service is right for you.

Together, you'll agree a programme of support covering any of the following topics:

- Anxiety
- Depression
- Self-esteem
- Stress
- Feeling alone
- Managing anger
- · Grief and loss.

But you won't have to complete these alone.

All you need is a phone number or email address to get started. Sign up for free here, or call: 0300 123 3393.





CPR AND DEFIBRILLATOR INFORMATION

NWSSP attaches great importance to the health, safety and well-being of its staff, and visitors and in this respect have chosen to provide, where appropriate defibrillators on sites.

Defibrillators are situated at our leased sites and First Aiders are trained in their use. Defibrillators are also situated on sites within Trusts and Health Boards and you should be familiar of their location.

All NWSSP First Aiders have been given their own PPE during the pandemic. The Resuscitation Council UK have confirmed that defibrillation and chest compressions are not aerosol generating procedures and persons treating a patient with these techniques do not require level 3 PPE.

What is a Defibrillator?

A defibrillator is a device which enables a person to attempt to restart a heart after a cardiac arrest. Defibrillators are designed to be simple to operate; the device has a computer programme which reads the heart rhythm and only discharges (automatically) if it is correct to use a shock in that set of circumstances.

Operating a Defibrillator

The defibrillator operator is guided by the machine into placing special attachments onto the chest area whereby effective shock treatment may be administered. The defibrillator has inbuilt fail-safe mechanisms to ensure the safety of the patient. The machine will guide the user at all stages, full instructions are also provided with the defibrillator.

See below a link to the St John Ambulance website to information on How to do CPR on an Adult (Covid-19 Update) – this link also contains a video on how to perform CPR:

How to do CPR on an adult | St John Ambulance (sja.org.uk)

GAMBLING SUPPORT

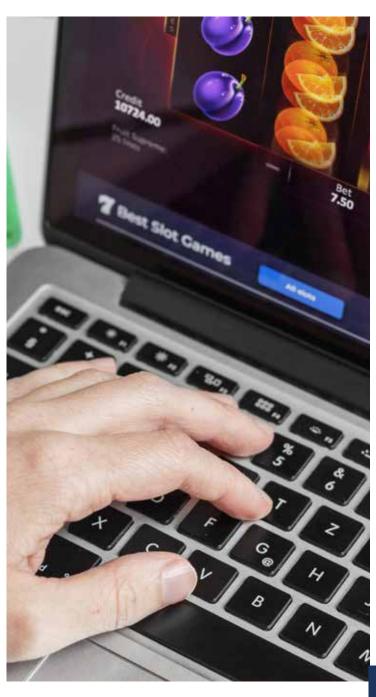
Gambling harm can affect people from any age and from all walks of life and tends to be a hidden problem. Gamcare offers free advice and support to individuals and families affected by Gambling related harm

If anyone needs support there is a free 24 hour helpline: **0808 8020 133** and further support on the website: www.BeGambleAware.org

Gamstop lets you put controls in place to limit your online gambling activities: www.gamstop.co.uk

Gamblers Anonymous provides online forums and meetings to support those who wish to reduce their gambling-there is an online questionnaire to complete to assess the impact gambling is having on your life.

<u>GamAnon UK</u> – You are not alone..... Gam Anon is an organisation which supports those affected by someone else's gambling.



LOOKING AFTER YOUR MONEY DURING CORONAVIRUS: ONLINE HELP AND GUIDANCE AVAILABLE



Coronavirus has meant that many of us have had to undergo an incredibly stressful period, because although this is a health-based emergency, in some respects it can also be a financial-based emergency too.

The more you can do now to plan ahead will save you time and energy – and importantly, money– when you might not be feeling at your best.

The Money Advice Service has created a guide which looks at how you can best manage your money, what help is available from your account providers and what to think about if you might need to borrow money.

The <u>NHS UK website</u> has also provided information on money matters which includes 8 things you can do to feel more in control, as well as lots of free support if you need it.

There are lots of specialist organisations who can offer further advice and support on the practical aspects of issues with money and mental health:

- Citizens Advice
- StepChange Debt Charity
- National Debtline
- Debt Support Trust
- Mental Health and Money Advice
- Mental Health Foundation
- Macmillan.

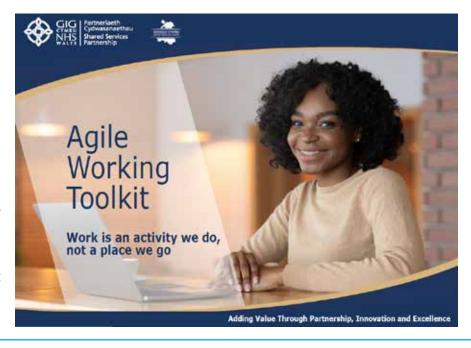
HELPING YOU TO HELP US: NEW AGILE WORKING TOOLKIT LAUNCHED FOR STAFF

NWSSP has launched its first bilingual <u>Agile Working Toolkit</u> for staff.

The Toolkit explains how we work in NWSSP and it will help you, to help us embed and develop our ways of working.

Agile working offers us huge potential to work together effectively and improve how we work for the benefit of our customers. As well as helping us to provide a better service to customers, it gives you the opportunity to be outcomes focussed, whilst maintaining a good work-life balance.

There are many positive outcomes that we will realise from agile working - for our customers, our organisation, the environment, and for you – our staff.



MACMILLAN CANCER SUPPORT: COFFEE MORNING AT MATRIX On 24 September, an alternative fundraiser was held as part of the World's Biggest Coffee Morning for Macmillan Cancer Support. Swansea - based Matrix House staff held a virtual raffle and quiz, raising a very respectable £175 for the charity.

Thank you to everyone who participated or donated. Congratulations to the raffle prize winners and to Steph Fisher of the Welsh Ambulance Services Trust who won the Macmillan Quiz Mystery Prize of a Cocktail Selection and Popcorn night.



DITCHING THE RAZOR FOR CHARITY: LEGAL & RISK SERVICES COLLEAGUE UNDERTAKES MOVEMBER

Legal and Risk Services colleague Jarred Mittleholzer undertook the brave <u>Movember challenge</u> during November raising almost £300 in the process.

The 'Movember Movement' is part of the Movember charity where men grow moustaches to raise awareness for cancer.

We caught up with Jarred to find out more...

What style of moustache have you gone for this year and how have you found maintaining it?

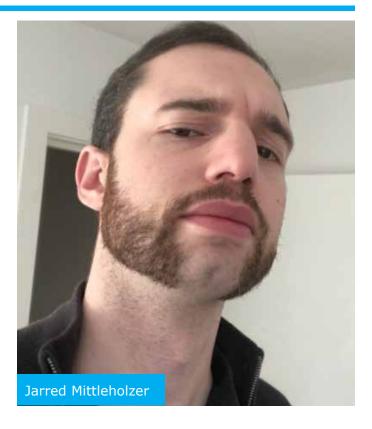
This year I went for a mutton chops look, as last year's Mobius moustache just wasn't ridiculous enough! It requires a surprising amount of maintenance and combing but once I got past the second week, it was pretty easy to manage.

What is your favourite thing about having a moustache?

I've been quite enjoying the funny looks I've been getting from strangers. Makes me feel quite distinguished.

With the weather getting colder, would you consider keeping your moustache and growing a full beard for some chin-sulation?

I would consider keeping it and growing a beard, but my normal five O'clock shadow look attracts far too many compliments to be parted with!



Who is your moustachioed hero?

Moustachiod hero is something I've never really thought about - Sam Elliot and his iconic brush moustache would probably top the list though.

Movember is the leading charity changing the face of men's health. Together we can make a difference for men's health – in prostate cancer, testicular cancer, mental health and suicide prevention.

BRAVE ROXANN COMPLETES 15,000FT CHARITY SKYDIVE

skydive to raise money for the Heart Heroes charity. Not only did Roxann complete her skydive she exceeded her fundraising goal of £400, raising over £1,100 for Heart Heroes.

Heart Heroes is a charity that works with children and their families living

Congratulations to colleague Roxann Davies who completed a 15,000ft

with heart conditions. They aim to provide services for these children, to help them meet others who are in similar situations and allow their family to talk to other families going through related experiences.

Roxann accomplished this incredible achievement after her daughter was born with a heart defect and had to undergo open heart surgery, from which she has made a full recovery.

Roxann said: "Being terribly afraid of heights to the point I can't walk over a bridge on my own, this was a huge challenge for me. I thought that if our little Heart Warriors can be so brave and undergo open heart surgery while their hearts are the size of strawberries and attend regular cardiology appointments, have procedures such as ECGs and Echocardiograms and more, then I can be brave too and do this for them!"

"Thank you to everyone that supported me in my fundraising efforts."



COUNTER FRAUD SERVICES NEW FITNESS CHALLENGE!



After previously holding a successful health and well-being challenge in May 2021, Counter Fraud Services colleagues started a new virtual challenge during October 2021.

The team set themselves an initial target to cover the distance of five sections of the Welsh Coastal Path which is 491 miles. All six of the team members contributed towards the virtual mileage through any physical exercise activity that requires you to get moving and off the sofa, these include walking, running, cycling, rowing and Hiit sessions.

The team had smashed their initial target by 22 October and covered the distance from Chepstow, South Wales to Pennal, in Gwynedd. The five sections already covered were; South Wales Coast and Seven Estuary; Gower Peninsula and Swansea Bay; Carmarthenshire; Pembrokeshire and; Ceredigion.

To maintain the Winter exercise momentum, the Wales team have decided to continue with the challenge into November with the aim of completing the full distance of the Welsh Coastal Path which is a total of 870 miles.

Graham Dainty, Head of NHS Counter Fraud Services Wales said; "This second more demanding virtual challenge organised by Sarah Jones our Health and Well- being Champion has proved to be a great incentive for CFS Wales staff to get out of the house and increase their physical activity during October."

"We've all increased our daily activity to swiftly exceed our initial target and we should now complete the full Wales coastal path by early November, completing a total of 870 miles in just over five weeks and feeling much healthier and happier for the experience."



LEGAL & RISK SERVICES COLLEAGUES TAKE TO WALKING AND HIKING!

Legal and Risk Services trainee Solicitor and health and well-being champion, Alice Cooksey, has started a hiking and running club for her fellow colleagues.

Each month the club has been braving the winter weather which has seen all participants climb the Garth Mountain, near Cardiff, in October whilst completing a section of the Wales Coast Path (Llantwit Major and Nash Point) during November.

A final hike of 2021- "Creigiau Christmas Cracker" is to be held this month which will start in the village of Pentyrch, hiking along trails to the village of Creigia through the ancient woodland of Tyn y Coed.









SUPPORTING YOU: STRESS AWARENESS

Stress is a feeling of being under an abnormal amount pressure. This may come from day-to-day life such as workload, family issues, financial or personal worries. During these situations, you may feel rushed, upset, or fearful. This can cause a variety of physical and mental symptoms and lead to feelings of intense emotions.

With the last 18 months being difficult for many, NWSSP want to ensure support is available for anyone who needs it.

We recognise that dealing with stress can be difficult and hope you find the resources, tips, contacts, and guidance useful:

- Relaxation Tips: How to relax 8 relaxation tips for your mental health
- <u>Test your Stress: Test Your Stress</u> <u>|</u> <u>Learn to Control Your Level of Stress | Be Mindful</u>

Stress Resources

- 10-Minute Meditation For Stress
- Mental Health Well-being Page
- 10 stress busters
- Stress: are we coping?
- How to manage and reduce stress.

We would like to remind all staff that we are also able to offer support and advice via NWSSP's Mental Health First Aider Service:

Please contact <u>kerry.flower-fitzpatrick@wales.nhs.uk</u> for further information.



SUICIDE AWARENESS TRAINING AVAILABLE FOR STAFF

Awareness on suicide prevention is something we all need to take seriously. The past year has been challenging for many, with the effects on some people being profound.

We never really know if we are in the company of someone who is struggling or when a crisis involving suicide could take place. Mental health organisations across the country are seeing an increase in attempted suicide, suicidal thoughts and suicide itself.

With this in mind all staff have the opportunity to take part in <u>Suicide Awareness Training</u>. Zero Suicide Alliance offer free Suicide Awareness Training, which lasts approximately 20 minutes, helps to provide knowledge in ways of supporting someone who may be at risk of suicide.

Once completed you will be issued with a certificate that confirms completion of the course.

This is not mandatory and it is appreciated not everyone will want to take part- but if you are interested please click the link above and select step 3 for the full course.

If you have any questions please contact: kerry.flower-fitzpatrick@wales.nhs.uk



CORONAVIRUS Providing you with the latest information, support and guidance

Coronavirus has changed the way we work and live since it became part of our daily lives back in March 2020.

We have been communicating with you corporately and at a local level to provide all staff with the latest information so that you fully understand how NWSSP is approaching the pandemic and to ensure that we fully support all colleagues as best we can.

For staff working in our sites, great efforts have been made by our <u>Building Sites Leads</u> <u>Group</u> to ensure that offices are safe environments to work in and comply with the relevant government guidance and legislation.

Further information can also be found on our Health and Safety Covid-19 web pages.

All information has also been made available on our <u>external website</u> for colleagues unable to access our internal platforms.

Our 'work from home message' continues where applicable, and our control measures stated in each site's Covid risk assessment will stay in place until further notice.

We must not become complacent, so as a reminder to managers/supervisors, please ensure to monitor that staff at sites continue to adhere to the social distancing rules, hand hygiene and face coverings.

As we move forward, a number of other staffled groups have been set up to provide direction for NWSSP and to put into practice feedback received from staff and from recent staff surveys, latest government guidance and to ensure that we have one consistent message and approach.

These groups include (but are not limited to):

- Adapt and Change Group
- Health and Well-being Partnership Group
- Agile Working Programme Board.

A number of videos have also been released to reassure and to <u>highlight the measures</u> put into place in our offices and what our <u>plans are</u> for the future.

Focus Groups and Virtual Coffee Mornings have continued for all staff to help inform decision making and to talk to our Senior Leadership Group to ask any questions and to understand about NWSSP's approach to Coronavirus. These will continue in 2022.

Our People and Organisational Development team have also set up a dedicated email address for any Coronavirus queries you may have which is as follows: NWSSP.Covid@Wales.nhs.uk



Quick links for health & well-being & Coronavirus

Intranet

- Health and Well-being main page
- Covid-19 Resources
- Mental Health, Stress and Anxiety
- Health & Well-being Partnership Group
- Employee Assistance Programme (EAP)
- People and OD Staff Newsletters
- Latest monthly staff brief from Neil Frow, Managing Director
- Health and Safety pages

Internet

- Coronavirus information
- Looking after your mental well-being
- Test, Trace, Protect
- Library of information for staff
- People and OD Staff Newsletters
- The NHS COVID-19 app
- Travel Advice for Wales







