



# 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.



**Vivup is our NEW CONFIDENTIAL Employee Assistance Programme available to all RCT staff**



Whether you're facing problems at work or at home, you can access impartial, confidential advice from qualified counsellors for a range of different issues. This service is FULLY CONFIDENTIAL and no personal information goes back to the organisation.



### Telephone Support: 0800 023 9387

Speak to a qualified counsellor or support specialist 24/7/365 days a year, discuss any emotional, personal, or work-related issues. Face to Face and virtual counselling is also available.



### Debt and Financial advice Including "Ask Bill"



### Downloadable self-help workbooks

Access and explore a wide range of self-help CBT workbooks that offer guidance and advice on several topics.

➤ [vivup.yourcareep.co.uk?CODE=109868](http://vivup.yourcareep.co.uk?CODE=109868)



### Podcasts and Blogs

Covering a range of mental health and wellbeing topics to gain a greater understanding with tips and advice on how to cope.

➤ [vivup.yourcareep.co.uk?CODE=109868](http://vivup.yourcareep.co.uk?CODE=109868)

### Bright Sky (Domestic Abuse Support)

A safe, easy to use app and website to support anyone who may be in an abusive relationship or those who are concerned about someone they know on how to respond.



**Vivup provides free access to Your Care - an online platform enabling you to take control of your health and wellbeing.**

Take online health assessments, discover your risk factors, create, and review health goals and create positive lifestyle habits.

➤ [rhonddacouncil.yourcarewellbeing.net](http://rhonddacouncil.yourcarewellbeing.net)

Account will need to be created. Some services in the Your Care portal are NOT available.



# 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](http://www.cariwellbeing.co.uk/cari-rct)**

**[www.cariwellbeing.co.uk/rct-schools](http://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](http://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](http://able-futures.co.uk)**

☎ **0800 321 3137**

✉ **hello@able-futures.co.uk**

🐦 **@YourAbleFutures**

📘 **@YourAbleFutures**



**RHONDDA CYNON TAF**

### **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](mailto:rct.learningpool.com)**

If you have forgotten your username or password please contact:

☎ **01443 570040**

✉ **[thesource@rctcbc.gov.uk](mailto: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](http://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](http://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](http://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](http://www.samaritans.org/wales)

☎ **116 123**

✉ [jo@samaritans.org](mailto: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](http://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](http://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](mailto:wellbeinghelpline@rctcbc.gov.uk)**

Occupational Health Department

 **01443 494003**

 **[OHUQueries@rctcbc.gov.uk](mailto:OHUQueries@rctcbc.gov.uk)**

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