

## Mental Health Plan Example

My likely business stressors	My mental health 'red flags'
<p><i>Too many emails</i>  <i>Work piling up</i>  <i>Inadequate cash flows</i></p>	<p><i>Knot in stomach</i>  <i>Overwhelmed</i>  <i>Waking (or working) at 3am</i></p>

Action steps I can take  
to address my stress

<p><i>Prioritise emails</i>  <i>Close door 1 hour to finish</i>  <i>Talk to an Accountant</i></p>	<p><i>Talk to a doctor</i>  <i>Walk 2 kms every day</i>  <i>Join a sports team</i></p>
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People & resources I can call on for help	My plan if I was unable to work	My return to work plan
<p><i>Doctor</i>  <i>Accountant</i>  <i>Industry association</i>  <i>Business mentor</i></p>	<p><i>Include family and friends</i>  <i>Income protection</i>  <i>Outsourcing</i>  <i>ATO</i>  <i>Centrelink</i></p>	<p><i>Reduce hours to 3 hours per day, 2 days per week for the first few weeks</i>  <i>Work from home</i>  <i>Start with getting back up to speed with the business</i></p>

Tasks

<p><i>Contact them to let them know they are a support person</i></p>	<p><i>Research income protection policies</i>  <i>Contact ATO and Centrelink</i></p>	<p><i>Talk to staff about the plan</i>  <i>Revisit mental health plan when back to work full-time</i></p>
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## Help is available

Listed below are a few of the services available to help both you and your team:

- **Heads Up**  
This site has lots of resources and information about mental health in Australian workplaces. Look for the section for small business owners.  
<https://www.headsup.org.au>
- **Business In Mind**  
Located as part of the Heads Up website, Business In Mind is an online resource specifically designed to support business owners who may be experiencing mental health challenges.  
<http://learn.beyondblue-elearning.org.au/businessinmind/>
- **Beyond Blue**  
Beyond Blue provides information and support to help everyone in Australia achieve their best possible mental health, whatever their age and wherever they live.  
<https://www.beyondblue.org.au>
- **Sane**  
provides online information, support and connection for every Australian affected by complex mental illness through its website, peer-to-peer forums and helpline. SANE also has a range of factsheets on managing mental health in the workplace.  
<https://www.sane.org>
- **Australian Tax Office**  
The ATO has developed a web page with information to help support small business owners. The website is well worth a visit.  
<https://www.ato.gov.au/Business/Starting-your-own-business/Supporting-your-small-business>
- **Worksafe Victoria**  
WorkSafe Victoria provides information to Victorian businesses about their legal obligations for providing a safe workplace. You can access a range of information about workplace mental health and safety, including work-related stress and workplace bullying.  
<https://www.worksafe.vic.gov.au>
- **Victorian workplace mental wellbeing collaboration**  
Tools and resources, including case studies to support workplaces in promoting positive mental wellbeing in the workplace.  
<http://leadingwellvic.com.au>