

# Managing mental health in the workplace

Health issues impact the business of the workplace when it affects a person's productivity and ability to do their job. It is the same with mental health issues. Mental health conditions that go untreated can have a huge impact on companies, from decreased employee productivity to lower morale. Yet, eight in ten workers say shame and stigma prevent them from seeking treatment for a mental health condition.<sup>1</sup>

Be aware of some signs that an employee may be dealing with a mental health issue:

- Decreased productivity
- Morale problems/ significant change in behavior
- Absenteeism
- Safety risks/ accidents
- Inability to concentrate or appears sad, tearful
- Alcohol or drug abuse
- Statements of thoughts of suicide or harming oneself

Managers should learn more about their company's policies as it relates to job accommodations, flexible schedules, and benefits. Managers may address performance issues and discuss concerns with an employee as a way to start a conversation and to offer support. Managers can also help guide employees towards appropriate resources, such as an employee assistance program or community resources. Seek guidance from human resources if the situation becomes serious.

Specific tips for managers dealing with mental health issues in the workplace:

- Know the warning signs that signal a potential workplace problem.
- Know the full range of the Employee Assistance Program's (EAP) benefits and promote the EAP to your employees.

- Be prepared in case of a critical incident in the workplace. Know what your company's plan is for crisis response.
- Refer to the EAP Supervisor Handbook for guidance and ideas on how to address performance issues and handle mental health issues in the workplace.
- Remember that you do not have to handle tough workplace issues on your own. Call for a confidential consultation with Magellan's Workplace Support team anytime you need assistance.

1. <http://www.nami.org/Press-Media/Press-Releases/2016/NAMI-Launches-Stigmafree-Company-Partnership#sthash.ziw9MhHk.dpuf>

Employee Assistance Program  
For Professional Consultation  
**Call 800-424-4485**

TTY Users: 800-456-4006

*This document is for your information only. It is not meant to give medical advice. It should not be used to replace a visit with a provider. Magellan Health does not endorse other resources that may be mentioned here.*