

RCH IMHP Wellbeing Plan 2010-2012

Background

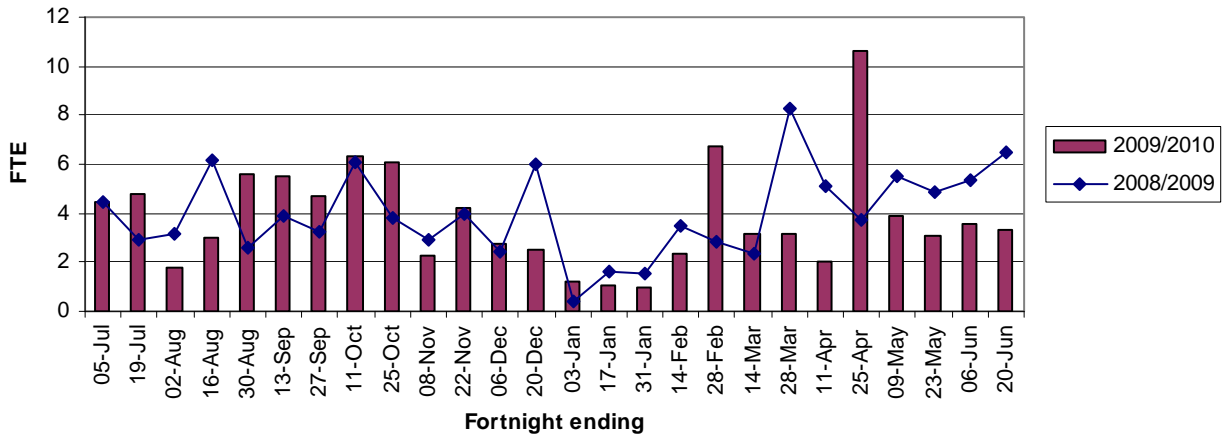
The Staff Wellbeing QI Plan has identified areas of improvement for staff wellbeing through a survey conducted in 2008. A staff wellbeing committee has been established and leadership of the committee rests with the Managers of Community Development and Linkages. The Linkages Manager has responsibility to engage management support and action as required. The following plan is based on the recommendations of the 2008 survey.

Key Areas	Strategy	Actions	Expected Outcomes	Key Dates	By Whom
Professional Development	<ul style="list-style-type: none"> To improve the responsiveness to individual professional development plans by integrating common themes from these plans with organisational professional development planning Facilitate access to training for individual needs not covered by the overall training program. Ensure individual PD of Clinicians is integrated with Supervision structure Include one session on staff wellbeing in the annual PD program 	<ul style="list-style-type: none"> Team leaders to summarize and provide key themes from individual team member PD plans established at the time of staff appraisal to the Training Director The Training Director will consider the key themes emerging from all team leader summaries and incorporate them into the annual PD calendar for staff training PD Calendar to be circulated to all staff Team leaders to discuss with individual staff the identified PD needs not addressed by the organisational PD calendar and facilitate access to individual training / mentoring to address these needs Identified training needs to be provided to the professional supervisor of each staff member so progress can be part of the reflection process in supervision Staff wellbeing group plan an annual wellbeing PD program including a review of the current wellbeing plan 	<ul style="list-style-type: none"> All staff will have established an annual individual PD plan Staff PD plans will inform the content of the organisational PD calendar PD needs not met through the organisational PD program will be addressed at an individual level facilitated by the team leader Progress in identified PD areas will be monitored as part of professional supervision Staff and management will have a good knowledge of staff wellbeing principles and an avenue for regular review of the staff wellbeing plan 		

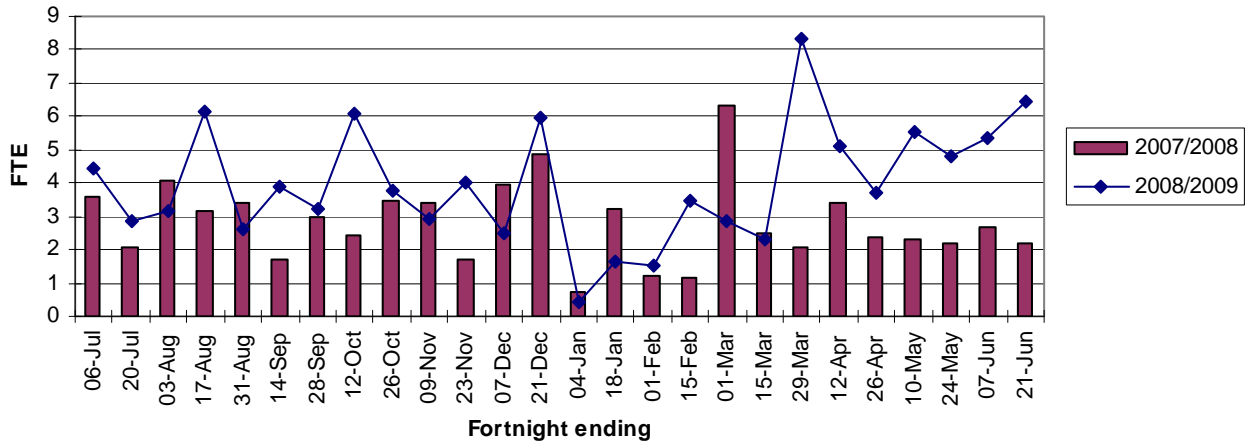
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Relationship building	<ul style="list-style-type: none"> • More team building / wellbeing opportunities • Promote staff connectedness through service wide social activities 	<ul style="list-style-type: none"> • Establish an annual organisational planning and goal setting forum underlined by principles of staff wellbeing • Each team to have an annual team building day off campus with refreshments funded • Establish a service wide Operations Meeting to provide consistent information across teams. • Establishment of a brief (15 minute) networking opportunity with refreshments at the conclusion of each professional development session • Establishment of an annual social activity for all staff 	<ul style="list-style-type: none"> • All actions established and implemented annually incorporating a review process which will inform any required adjustments 		

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Environmental	<ul style="list-style-type: none"> • Strengthen staff support and stress management at work • Establish recreation opportunities • Provide a comfortable work environment – 	<ul style="list-style-type: none"> • Seek further feedback from staff through team leaders regarding needs in this area • Develop a social club within each team • Advocate for funding to upgrade facilities to ensure good ventilation and temperature control in all work areas of the organisation. 	<ul style="list-style-type: none"> • Reduction of stress and sick leave • Improved staff morale 		
Management	<ul style="list-style-type: none"> • Incorporation of wellbeing into overall service functioning • Need to ask regularly about staff wellbeing through a positive engagement with staff as partners in this process • Take staff complaints seriously • Flexible work hours • More consultation and improved communication with staff 	<ul style="list-style-type: none"> • Report from the staff wellbeing committee to be presented biannually to the management team for endorsement and action • To be addressed through the annual professional development session • Staff wellbeing to be a regular agenda item at team meetings and team leaders to feedback issues to the staff wellbeing committee • Staff wellbeing committee to develop a process for addressing staff complaints and to include feedback on this process in the annual staff wellbeing review. • Feasibility study and policy review in relation to flexible work hours for staff to be integrated with RCH policy • Seek further feedback from staff through team leaders regarding needs in this area 	<ul style="list-style-type: none"> • Recommendation from staff wellbeing group implemented • PD session implemented • Agenda items minuted and fed back to staff wellbeing group 		

Sick Leave



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