

Tip Sheet – My Organisational Tools

Roadmap reference: Build Resilience and Coping Skills

This template lists practical resources and tools available to support a mentally healthy workplace.

Hint – you can add or remove items from this template to create your own personalised list.

Resource	Organisation	Link
Healthy Heads Toolkit		
Templates		
Values and Behaviours	Healthy Heads in Trucks & Sheds	Values-behaviour-template
Management of change		Management-of-change-template
Workplace wellbeing plan template		Workplace-wellbeing-plan-template
Building a better workplace culture		Better-workplace-culture-policy
Tip Sheets		
Trauma and Critical Incidents	Healthy Heads in Trucks & Sheds	Trauma-Critical-Incidents-Tip-Sheet
Wellbeing conversations		Tip-Sheet-Wellbeing-Conversations
Isolation and connection		Isolation-Connection-Tip-Sheet
Fatigue		Fatigue-Tip-Sheet
Assessing tools, resources and support		Tip-Sheet-Access-Tools-Resources-Support
Workload and time management		Workload-Time-Management-Tip-Sheet
Policies		
Workplace culture policy	Healthy Heads in Trucks & Sheds	Better-workplace-culture-policy
Role clarity and expectation policy		Role-clarity-expectations-policy
Rewards and recognition policy		Rewards-recognition-policy
Return to work policy		Return-to-Work-Policy
Managing job demands policy		Job-demands-policy
Leadership commitment and expectation policy		Leadership-Commitment-Policy
Health, safety and wellbeing policy		Health-and-safety-policy
Industry tailored training options		
Mental Health and Wellbeing Action Plan for Small Businesses (on-line or face to face)	AP Psychology & Consulting	Mental Health & Wellbeing Workplace Action Plan Workshop - Healthy Heads in Trucks & Sheds
Mental Health First Aid – Employees & contractors in transport, warehousing and logistics (face to face)	Steering Healthy Minds	Mental Health First Aid

Mental Health Training – People in transport, warehousing and logistics (on-line)	Lifeline	Lifeline Mental Health & Wellbeing in the Road Transport, Warehousing & Logistics Sector
Accidental Counsellor	Lifeline	Accidental Counsellor - Healthy Heads in Trucks & Sheds
Mind Your Mates	Lifeline	Mind Your Mates - Healthy Heads in Trucks & Sheds
Mental Health Training – People in transport, warehousing and logistics (on-line)	Black Dog Institute	Black Dog Institute: Your Mental Health at Work
Mental Health Training – People leaders in transport, warehousing and logistics (on-line or face to face)	Black Dog Institute	Black Dog Institute: Managing for Team Wellbeing
Best practice communication about suicide and mental ill-health – People leaders, supervisors, human resource staff and media and communications staff.	Everymind	Communicating about mental health and suicide – Healthy Heads in Trucks & Sheds

Support and Assistance (this section to be completed by your organisation)

Hint – you can add or remove rows as required.

Category	Contact	Details
Counselling	i.e. Employee Assistance Program (EAP)	(To be completed by your organisation)
Complaints/grievances/whistle-blowing	HR Department	(To be completed by your organisation)
Injury Management and Return to Work	Injury Management Team / OH&S Team	(To be completed by your organisation)
Mental Health & Wellbeing Representative/ Accredited Mental Health Officers	Nominated MH representative	(To be completed by your organisation)
Equal Opportunity Advice	Representative	(To be completed by your organisation)
Anti-discrimination and Privacy advice	Representative	(To be completed by your organisation)

Information and Awareness Resources	Produced by	Details
National Mental Health & Wellbeing Road Map	Healthy Heads in Trucks & Sheds	National Mental Health & Wellbeing Roadmap
Guidelines for Mental Health and Wellbeing Strategies	Healthy Heads in Trucks & Sheds	Roadmap Resources Archives - Healthy Heads in Trucks & Sheds
Facilitating mental health and wellbeing conversations in the workplace: <ul style="list-style-type: none"> • Toolbox Talks • RU OK? In Trucks & Sheds 	Healthy Heads in Trucks & Sheds	Toolbox Talks R U OK? in Trucks & Sheds - Healthy Heads in Trucks & Sheds
Workforce Handbook	Healthy Heads in Trucks & Sheds	Workforce Handbook

People Leader Handbook	Healthy Heads in Trucks & Sheds	People Leader Handbook
Mental Health promotional resources	Healthy Heads in Trucks & Sheds	Promotional Resources Looking after our wellbeing - Healthy Heads in Trucks & Sheds (multilingual) Webinars Archives - Healthy Heads in Trucks & Sheds
Campaign material	Healthy Heads in Trucks & Sheds	Campaign material
Healthy Heads Trucks and Sheds – App for wellbeing, resources, tips & strategies	Healthy Heads in Trucks & Sheds	Healthy Heads App - Healthy Heads in Trucks & Sheds
SMART Work Model	Centre for Transformative Work Design	S.M.A.R.T Work model - Resources (transformativeworkdesign.com)
Additional Safe Work & Government Resources Hint – add your own state resources here.	Name	Details
Safe Work Australia	Find your regulator	WHS regulators and workers' compensation authorities contact information Safe Work Australia
Safe Work Australia	Model Code of Practice: Managing psychosocial hazards at work	Model Code of Practice: Managing psychosocial hazards at work Safe Work Australia
Australian Government Collaboration	People at Work – helping to create psychologically healthy and safe workplaces	People at Work
National Heavy Vehicle Regulator	Fitness to drive: Physical and Mental Health	Regulatory Advice – Fitness to drive: Mental health NHVR Regulatory Advice – Fitness to drive: Physical health NHVR
SafeWork NSW	Code of Practice	Code of Practice: Managing psychosocial hazards at work SafeWork NSW
Work Safe QLD	Code Of Practice	Managing the risk of psychosocial hazards at work Code of Practice 2022 WorkSafe.qld.gov.au
WA Government	Code of Practice	Psychosocial hazards in the workplace - code of practice (commerce.wa.gov.au)
WorkSafe Tasmania	Code of Practice	Managing psychosocial hazards at work (worksafe.tas.gov.au)
SafeWork Victoria	Proposed Regulatory Change	Occupational Health and Safety Amendment (Psychological Health) Regulations WorkSafe Victoria
NT Work Safe	2023 Changes to WHS Regulations	2023 Changes to the Work Health and Safety Regulations (Psychosocial Hazards) NT WorkSafe
WorkSafe ACT	Managing work-related psychosocial hazards	Managing work-related psychosocial hazards - WorkSafe ACT

Safe Work NSW (additional resources)	Workplace Pulse Check (mentally healthy workplaces)	Workplace Pulse Check NSW Government
	Why mental health at work matters	Why mental health at work matters NSW Government
	One on one conversation guide	One on one conversation guide for leaders NSW Government
	A guide to building workplace culture	A guide to building workplace culture NSW Government
	Get and give support	Get and give support now NSW Government
	Recovery at work resource kit	Recovery at work resource kit NSW Government
Additional resources	Service provider	Contact Details
Emergency services	Police, Fire or Ambulance	000 or 112 from a mobile
Phone support for those in crisis	Lifeline	13 11 14
Telephone and online counselling for people affected by suicide	Suicide Call Back Service	1300 659 467
Telephone and online support, including referral information for men	Mensline Australia	1300 78 99 78
Free counselling and 24/7 phone support for transport and logistics workers and their families	Health in Gear	1800 464 327
Free and confidential counselling service for truckies, tradies, rural, blue collar workers chat, text and call-back service (8am to 10 pm)	TIACS	0488 846 988
Information, online and telephone support for depression and anxiety	Beyondblue	Depression - Beyond Blue
Information and support for depression and bipolar disorder	Black Dog Institute	Black Dog Institute Science. Compassion. Action.
Online and phone support services for young people aged between 12 and 25	headspace National Youth Mental Health Foundation	1800 650 890
Confidential telephone counselling for young people aged between 5 and 25	Kids Helpline	1800 55 1800
Aboriginal Community Controlled Health Services and Medical Services in each state and territory	National Aboriginal Community Controlled Health Organisation	Naccho.org.au
Online and telephone counselling for LGBTIQ+ people	QLife	1800 184 527 Qlife.org.au
Relationship support services for individuals, families and communities	Relationships Australia	1300 364 277