



WORKPLACE MENTAL HEALTH

Top tips for working from home during the COVID-19 pandemic

The basics...

Get dressed for the day

Try and create a routine – especially if children are home. It may not be realistic to be able to work 9-5.

Agree your working schedules with other adults at home.

Regular drinks but not too much tea and coffee (caffeine)!

Don't forget mealtimes and breaks!

Move about/ stretch – make use of online exercise or meditation programs, sing or go and walk the dog

Check in with family and friends, especially those alone or more at risk.



Remember that these times are unprecedented, reactions may be unpredictable. Connect, forgive and use your own and others' strengths. For more information on how to stay mentally healthy during the pandemic, visit our website at www.cmhanl.ca.

The space where you work...

Find activities that help distract from news, anxiety, and work

Create a space for the work that you can tidy away or close off, so work isn't around you all the time.

Find somewhere where you can maintain confidentiality and concentration.

Get a headset or use earphones when making calls.

Prioritise your internet access.

Make time to get familiar with other IT options such as video calls.

Think about your posture, the chair you use

Make sure you have enough light.

Source: Recovery College, UK



Boundaries and connections....

Let people know if you are in isolation and what times you are available and an alternative contact in an emergency.

Sound off to colleagues about the strains, find practical solutions, be tolerant and use humour.

Check in on your own stress levels and ask for help if you need it.

If you are having a good day, then offer support to others.

Encourage teams to have communication groups (group text chat – which includes all staff)

Need to work flexibly but keep to limits

Keep supervision slots in place, phone in if working from home and regular check ins

Try to give oneself breaks between calls, especially those that are high threat

For managers...

Daily huddles to include conference call option for those working in isolation

Make sure staff at home are contacted informally by others. Basic compassionate connection may prevent added stress or a referral on for support.

Allocate a person to support others but swap regularly

Recognise that there will be several difficulties for staff – swift changing of roles, parenting, work etc – colleagues will be adapting ways to work that they have not experienced before

Watch out for signs that someone is struggling.

Accept that some staff may react in ways that you would not but that should not automatically be pathologized.



Canadian Mental
Health Association
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Mental health for all

Agree a homeworking / schooling structure with family

Accepting more 'screen time' may need to be allowed for children

Be kind to self especially if you can't live up to your expectations

Be aware of own limits

Take breaks so you and your children / partner/ friends know what's happening and you get time together (and apart)

Getting out of the house if you are not self-isolating (remember social distancing)

Finding time on own

Check in with work colleagues verbally – be mindful of those who may not have any social contact at home.

Be mindful that people might be more reactive and not behave in their usual way, try to not take it personally.

Avoid watching too much news or getting regular news updates where possible, try to limit or set times.

Talk about something different than work

Self-care has never been so important – what can you do that you enjoy?

Check local online resources and information for you and your communities

Find ways of managing the household tension.

If there are relational difficulties (or domestic abuse) at home, then try to seek help for this

Have things around you that help you when you feel stressed or overwhelmed

Be mindful of alcohol use

