

Is everything going OK?

Take notice if you begin to:

- constantly feel tired
- get easily angry and frustrated
- avoid your colleagues
- have difficulty concentrating
- increase use of alcohol or other drugs
- experience negative thoughts and lose confidence
- miss deadlines
- arrive late for work regularly
- lose interest in things you usually enjoy.

If you notice these symptoms for two weeks or more go to a doctor or health professional.

Heads ^{up}

THE MENTALLY
HEALTHY
WORK PLACE ALLIANCE



Where to find more information

Heads Up

www.headsup.org.au/staying-well

beyondblue Support Service

☎ 1300 22 4636

✉ Email or 💬 chat to us online at
www.beyondblue.org.au/getsupport

Looking after
your mental health
at work



www.headsup.org.au

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Keeping our mental health in good order means we need to look at four main areas:

- Our lifestyle
- Our work
- Our social relationships
- Our thoughts

Our lifestyle

- Find time to exercise – walk, run, ride a bike, swim, garden, do yoga.
- Look at ways to relax – have a bath, a massage, cook something new, listen to music, see a movie, read, do a crossword, try meditation.
- Get good quality sleep.

Our work

- Limit working extra hours.
- Schedule meetings in core work hours.
- Take regular breaks.
- Try not to take work home.
- Take your holiday leave.
- Set realistic deadlines.
- Sometimes, it's OK to say "No".
- Have a technology switch-off.
- Make use of employee support services.
- Explore flexible working arrangements.

Our social relationships

- Nurture family relationships and friendships.
- Broaden social networks, join a club.
- Consider volunteering.
- Visit the local park with your pet.
- Smile and say hello to strangers.

Our thoughts

- Think about your thought processes.
- Use tools to move from negative, unhelpful thoughts to positive ones.

headsup.org.au/thoughts