



Lancashire &  
South Cumbria

PRIMARY CARE TRAINING HUB

[www.lscthub.co.uk](http://www.lscthub.co.uk)

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# WELLBEING TOOLKIT

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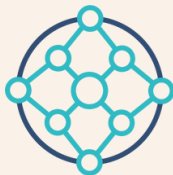
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# INTRODUCTION



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As well as sharing top tips and useful resources, it also includes templates and guides which you can download and share, or adapt for your own organisation.

If you have found this toolkit to be useful, we would encourage you to share it with colleagues, and anyone within Primary Care!



**VISIT OUR HEALTH AND  
WELLBEING WEBPAGE:**

[WWW.LSCTHUB.CO.UK/HEALTH-AND-WELLBEING/](http://WWW.LSCTHUB.CO.UK/HEALTH-AND-WELLBEING/)

We welcome your feedback on how you have used this toolkit and any improvements we can make. Please share your feedback with us to: [mbpcc.lsthub@nhs.net](mailto:mbpcc.lsthub@nhs.net)



# HELPLINES

## IF YOUR LIFE IS AT RISK RIGHT NOW

If you feel like you might attempt suicide, or may have seriously harmed yourself, you need urgent medical help.

Please:

- Call 999 for an ambulance
- Go straight to A&E, if you can
- or call your local crisis team, if you have their number.

If you can't do this by yourself, ask someone to help you. Mental health emergencies are serious. You're not wasting anyone's time

## LOCAL CRISIS TEAMS

The Lancashire and South Cumbria Mental Health Crisis Line is available 24 hours a day, 7 days a week by calling 0800 953 0110.

It is staffed by trained mental health professionals who are able to provide assessment and referrals to appropriate services – ring it if you need to access services or for advice about someone who needs treatment/support.

Simply call: 0800 953 0110

## FREEPHONE WELLBEING HELPLINE

The Wellbeing Helpline and Texting Service is a Freephone out of hours, person centred listening environment for people requiring emotional support in relation to their own mental health or that of someone they know. The Helpline aims to empower callers through active listening and information to make their own choices about how their health care needs may be met.

Simply call: 0800 915 4640

## SAMARITANS

The Lancashire and South Cumbria Mental Health Crisis Line is available 24 hours a day, 7 days a week by calling 0800 953 0110.

It is staffed by trained mental health professionals who are able to provide assessment and referrals to appropriate services – ring it if you need to access services or for advice about someone who needs treatment/support.

Simply call: 0800 953 0110



We provide advice and support to empower anyone experiencing a mental health problem. We campaign to improve services, raise awareness and promote understanding

Tel: 0300 123 3393

For more info visit: [www.mind.org.uk](http://www.mind.org.uk)

# LOOKING AFTER YOURSELF

## 5 Ways to Wellbeing

You may be aware of Mind's Five Ways to Wellbeing. They are simple and proven actions that you can find balance, build resilience and boost your mental health and wellbeing.

Improving your mental health when you're at work can feel like a challenge, especially if you work in a busy or stressful environment. But the 5 ways to wellbeing provide some simple steps which you can do every single day. Check them out below.



# LOOKING AFTER YOURSELF



## Staying active

We all know that being physically active helps us feel good about ourselves, be more productive, and supports better quality sleep and relaxation. Engaging in physical exercise alleviates stress and increases endorphins with positive impacts on mental health.



## Eating Well

Eating a healthy balanced diet is a vital part of maintaining good wellbeing and being able to function at your best. It also helps with having a stronger immune system, better sleep and helping your mood and energy levels.



## Drinking Well

It is important to stay hydrated to keep our bodies well hydrated and functioning properly. We should be drinking fluids regularly throughout the day.



## Financial Advice

Managing our finances can be challenging under normal circumstances, and with the rise in the cost of living, the pressures of day-to-day finances can significantly impact our wellbeing.



## Hybrid Working

Over the last few years, many of us have had to renegotiate our ways of working – and especially for those not working on the frontline, this has meant working from home.

# LOOKING AFTER YOURSELF

Imagine there's a bucket you carry with you which slowly fills up when you experience different types of stress.

Sometimes you feel strong enough to carry a lot of stress, but it's important to find activities which help you lighten the load.

When we are going through a particularly difficult time, it is normal for our bucket to feel full. We might feel like too much stress is pouring into the bucket at any one time, and we can feel like our bucket is overflowing.

If we notice ourselves feeling like this, like our bucket is overflowing, it is important to try to let some of the stress out. We can do this by engaging in some positive coping strategies – you might like to think of these as taps in the side of the bucket, which you can turn on to let some of the stress out.

## Taking Care Of Your Stress Bucket



## Finding Time To Look After Yourself

Often finding or making the time to look after our wellbeing is the biggest challenge; with long shifts or back to back meetings, it is difficult to ensure we factor it in to our day to day routine.

Here are some suggestions for ways we can all make sure we are regularly making the time to check in on our own wellbeing:

- Block out protected time in your diary, whether it is fifteen minutes every day or one hour once a week
- If you are going into the workplace, do a quick check in or some breathing exercises on your way home.
- If you're working from home, build a commute into your day by going for a walk or practice some self-care

# SUPPORT AVAILABLE FOR OUR NHS PEOPLE



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**WE ARE THE NHS:**  
People Plan 2020/21 -  
action for us all



We are 1.3 million strong. We are all walks of life,  
all kinds of experiences. We are the NHS.



Support options include:

- **Support for individuals** including access to a local staff mental health hubs, text support , free access to mental health and wellbeing apps, counselling options and lifestyle support guides
- **Support for teams** through learning and development opportunities for leaders and line managers such as coaching, counselling and mentoring programmes
- **Support for your organisation** which covers the various health and wellbeing programmes, toolkits and frameworks available to you



All of the latest support can be found via: [www.england.nhs.uk/people](http://www.england.nhs.uk/people)

You can also contact the national team:

By email: [ournhspeople.hwb@nhs.net](mailto:ournhspeople.hwb@nhs.net)

By Twitter: [@people\\_nhs](https://twitter.com/people_nhs)



# SUPPORTING OTHERS



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## Wellbeing Champions

Health and Wellbeing Champions are individuals who work at all levels of the NHS, from all demographics and roles, who will promote, identify and signpost their colleagues to local and national health and wellbeing support offers.



*Find out more about Wellbeing Champions here*



*Access Wellbeing Champion Training here*



## Wellbeing Conversations

Health and wellbeing conversations are intended to be regular, supportive, coaching-style one to one conversations that focus on the wellbeing of our NHS people.



*Find out more about Wellbeing Conversations here*



*Access Wellbeing Conversations Training here*



## Menopause

The NHS employs over 1.3 million people and around 1 million of these people are women. This is over 75% of the entire workforce. Women between the ages of 45 and 54 alone make up a fifth of all NHS employees, and so up to a fifth of our workforce could be experiencing menopausal symptoms.



*View the Supporting our NHS people through menopause: guidance for line managers and colleagues here*



*Access Menopause Awareness eLearning here*

# SUPPORTING OTHERS



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## Wellbeing Action Plans

Download the below recommended Wellbeing Action Plan Template for self use and cascading with colleagues and employees.



Download the template here:

- PDF
- Word



## Wellbeing Policy

Download the below recommended Wellbeing Policy Template produced by Charlie Waller for self use and cascading with colleagues and employees.



Download the template here



## Wellbeing Apps

NHS staff have been given free access to a number of wellbeing apps to support with their mental health and wellbeing.



See all apps here



## Podcasts

Charlie Waller is hosting a series of Wellbeing Podcasts on behalf of the Northwest Primary Care Training Hubs. And The Lancashire and South Cumbria Primary Care Training Hub hosted a Health and Wellbeing Podcast, explaining the current NHS Support Offers.



Listen to all podcasts here



## Wellbeing Drop-Ins

*For Wellbeing Champions and Practice Managers*

A drop in session for questions, ideas, share best practices and to take some time out and take self care.

There will be opportunities to ask questions, get involved and be supported in this session.



Access Wellbeing Drop-~In sessions here

# THE ORANGE BUTTON COMMUNITY SCHEME



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The Orange Button is worn by people in Lancashire and South Cumbria who have undergone specialised suicide prevention training, who can provide comprehensive signposting to relevant services.

- The Orange Button Community Scheme in Lancashire and South Cumbria now has more than 2,500 members
- Orange Button holders train to be able to listen to and support people who are struggling and are having thoughts of suicide, and signpost them
- The Lancashire and South Cumbria region has some of the highest suicide rates across the country
- Training can be booked or arranged for individuals and workplaces by contacting [Lancashire Mind](#).



# THE HEALTH AND WELLBEING PROJECT



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Since 2021 the Lancashire and South Cumbria Primary Care Training Hub have been commissioned, by NHSE for the ICB, to support Primary Care with Staff Health and Wellbeing to:

- Develop a workforce that has an improved wellbeing
- Provide access to resources that enable our workforce to feel supported and empowered
- Demonstrate increased levels of positive culture and maturity
- Embed wellbeing leadership, and wellbeing leadership behaviours, into roles



**CORRIE LLEWELLYN**

Project Lead

Wellbeing champion leads have been recruited in each locality and are working to promote, support and develop the wellbeing of our workforce and ensure that each organisation has a voluntary wellbeing champion and are joined together with all champions.

Meet your Locality Wellbeing Champion Lead on the next page.



Lancashire and  
South Cumbria  
Integrated Care Board

# MEET OUR HEALTH AND WELLBEING PLACE CHAMPION LEADS



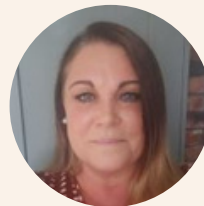
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CUMBRIA PRIMARY CARE  
TRAINING HUB**