EMPLOYER *Checklist*

For improving mental health in the workplace

- ☑ Provide mental health coverage & wellness opportunities

- ☑ Regularly remind employees of mental health benefits

- ☑ Offer PTO for "mental health days"

- ☑ Offer flexible schedules & remote work for better work-life balance

- ☑ Train managers & employees in self-care & how to recognize colleagues' mental health needs

- ☑ Encourage supervisors to compassionately support struggling employees

- ☑ Create an inclusive workplace

- ☑ Enforce zero-tolerance policies for bullying, harassment, violence & discrimination

- ☑ Establish and communicate processes for reporting harmful behaviors

- ☑ Investigate & resolve employee complaints

- ☑ Set realistic job expectations & provide adequate resources

- ☑ Recognize & reward employee contributions