



Health for Work **Adviceline**
FOR SMALL BUSINESS



Your first step
to a healthier business

Phone
0800 0 77 88 44



Why the adviceline?

The free adviceline provides small business managers with the expert advice and support they need to help team members experiencing ill health. All managers will have experienced how the health of an individual impacts on their performance. What's more, with the increase of work-related mental health issues such as stress, anxiety and depression, it is now more important than ever to:

- find the **advice and support you need today** to help an employee experiencing ill health;
- **develop a plan** to effectively and sympathetically deal with employee sickness absence;
- establish how to **deal with similar problems in the future**, should they occur;
- think differently about your business and the **investment** you could make in a **healthy workplace**.

It is widely recognised that the health of individuals is linked to their ability to effectively participate and contribute in their work. The impact of ill health on small businesses is significant, yet very few provide help and support to staff who suffer from ill health.

Small business managers are busier than ever and often overlook the importance of staff health as they strive to deliver business improvement and growth. The adviceline service recognises this and so provides free, quick and easy access to effective professional advice and guidance in this key area.

What are the benefits?

Employee sickness absence has a detrimental effect on business profitability so it's crucial to minimise sickness absence and properly support employees who are at work with ill health. With some small businesses losing on average 12 days a year to physical or mental ill health, the potential impact on you and your business is considerable.

Contacting the adviceline will help you to provide the immediate help and support needed by an employee experiencing ill health. You will understand how to manage future cases of employee ill health and sickness absence, and how to introduce healthier working practices that will positively impact on all your staff. What's more, investing in the health of your staff makes sound commercial sense in terms of business performance, productivity and staff morale, and it helps create a healthy working culture.

It is now easier than ever to access the help and support both you and your staff need.

"Employee health is integral to their performance and therefore key to business success."

Professor Sayeed Khan,
Chief Medical Adviser, EEF



Is the adviceline for me?

The free 'health for work adviceline for small business' helps you to quickly and effectively address the issue of employee ill health, minimise the impact of staff illness, and provide essential support to staff with physical or mental health issues.

The adviceline will provide you with expert support to help you:

- get an employee **back to work** after long-term sickness;
- **manage the impact on your business** when an employee takes time off work through ill health;
- **support an employee** and benefit from their abilities if they are at work with health issues;
- encourage and support an employee who is off work, yet wants to **return and contribute to your business**;
- **develop a working culture** where illness is less likely to occur.

"Small businesses now have access to the help they need to support an employee when they experience ill health at work – helping them to maintain the services of that individual. This is fundamental to business success."

Lord McKenzie of Luton,
Parliamentary Under Secretary (Lords)

What do I do next?

Contact the adviceline using the freephone number **0800 0 77 88 44**. If you phone during working hours you will be connected to a local professional who will be happy to discuss your specific requirements further.

The website at www.health4work.nhs.uk provides a callback form should you wish to contact us outside working hours. Completing this will ensure that one of our local experts phones you back within four hours of the next working day.

In order to ensure you get the most from the service it would help us if you could:

- be ready to offer a concise overview of the issues you want to discuss;
- know what actions, if any, your business has already taken;
- provide information on relevant sickness absence;
- let us know if/how this has impacted on other staff within your business.

Ring the adviceline on freephone

0800 0 77 88 44 or visit

www.health4work.nhs.uk.

