



Checklist 4: The first month: Providing ongoing wellbeing support

Ensure you and/or the postvention response team have:

- Identified team members who may need extra support. Helped them connect with support services, and checked that they have done so. See tips on how to support staff on page 23.
- Set-up buddy or peer support system. See *A guide for workplaces: Responding to a staff member's suicidality* for more information.
- Continued contact with the person's whānau, if appropriate.
- Designated a room or space where people can take time out.
- Continued to remind staff about who they can approach in the workplace, if they need extra support or are worried about someone else.
- Made it easy for team members to access support agencies during work hours. Emphasised that counselling or EAP is confidential.
- Promoted healthy grieving and having open conversations about grief.
- Had senior leaders, well-regarded and trusted team members and/or respected community members actively talk about, and demonstrate, self-care strategies.
- Displayed posters and resources that encourage help-seeking behaviour and promote wellbeing messages. Make it okay for staff to ask for help.
- Found ways for teams to connect socially (e.g. holding BBQ or morning teas).
- Explained any changes or updates on matters like temporary workers, recruitment, desk space, the person's belongings, etc., with the person's team, and invited their input (if appropriate).
- Planned to review how your workplace wellbeing processes are managed.