



# Better Practice Actions

## Action

## Description



### Promote

Wellbeing commitment statement and leadership visibility

Principals and other leaders publicly commit their firm or practice to improved employee mental health and wellbeing through a formal statement.

Designated wellbeing champions

Appoint wellbeing champions responsible for promoting and supporting mental health initiatives within the legal workplace.

Mentorship programs

Establish mentorship programs or buddy systems to support the professional growth of younger employees and employees with diverse identities, and to provide an informal route to discuss issues when things go wrong.



### Protect

Commitment to a no-blame culture

Leaders articulate and internally publicise a commitment statement for promoting a 'no-blame culture'. Actively foster a culture where lawyers and staff feel safe to speak up about mistakes.

Workload management system

By implementing the 'good practice' actions above, you will already have good workload management practices in place. This can be further systematised by establishing a policy and process to monitor and manage workloads throughout the legal workplace.

Health and Wellbeing Committee

Establish a committee with representatives from all teams and business units, including any health and safety representatives. The Committee would oversee the application of the legal workplace's Wellbeing Plan, monitor implementation and evaluation of health and wellbeing initiatives, establish processes for internal reporting and investigation of incidents and near-misses.



### Respond

Return to work policy

Develop and implement an effective Return to Work Policy that facilitates the gradual reintegration of lawyers and staff recovering from stress, mental illness, injury, or crisis.

Designated peer supporters

Selected representatives from across teams and work groups receive training for identifying and responding to a colleague in distress.

Trained contact officers

Selected staff members representing all levels of the legal workplace receive specialised training in assisting colleagues who experience inappropriate workplace behaviour, such as bullying, harassment and occupational violence.



# Better Practice Workplace Assessment

Date

Name & Organisation

Action

Current Status



## Promote

Wellbeing commitment  
statement and leadership  
visibility

☐ Not started

☐ Completed

☐ Underway

☐ Needs review

Designated wellbeing  
champions

☐ Not started

☐ Completed

☐ Underway

☐ Needs review

Mentorship programs

☐ Not started

☐ Completed

☐ Underway

☐ Needs review



## Protect

Commitment to a no-blame  
culture

☐ Not started

☐ Completed

☐ Underway

☐ Needs review

Workload management system

☐ Not started

☐ Completed

☐ Underway

☐ Needs review

Health and Wellbeing  
Committee

☐ Not started

☐ Completed

☐ Underway

☐ Needs review



## Respond

Return to work policy

☐ Not started

☐ Completed

☐ Underway

☐ Needs review

Designated peer supporters

☐ Not started

☐ Completed

☐ Underway

☐ Needs review

Trained contact officers

☐ Not started

☐ Completed

☐ Underway

☐ Needs review

Next steps and general notes