

# SEEKING SUPPORT AND ADDITIONAL INFORMATION

If you feel overwhelmed and worried during your placement or you are simply curious and wish to learn more about mental health, Ontario Shores is full of resources that can benefit you.

## **PLACEMENT-RELATED CONCERNS**

Any questions or concerns that you have about your placement can be addressed with your preceptor or with the Student Affairs Coordinator, Erica Francis, who can be found in the Connectivity Center in Building 7, Level 2. You can also reach her by phone at ext. 6704 or by email at [franciseric@ontarioshores.ca](mailto:franciseric@ontarioshores.ca).

## **WORKPLACE WELLNESS**

At Ontario Shores we take the wellness of our staff very seriously. Many of our employee wellness programs are open to students as well. You are encouraged to visit the employee wellness page on Shoreline, which you will have access to upon receiving your Ontario Shores username and password at the beginning of your placement. This webpage has many tips to help staff maintain their well-being. You can find this webpage on Shoreline by hovering over “departments” in the menu bar and clicking on “Human Resources”. The link to the employee wellness site can be found in the menu bar on the Human Resources page.

**Integrated Wellness Plan** is Ontario Shores' adaptation of the National Standard for Psychological Health and Safety in the Workplace with the goal of maintaining a workplace in which all aspects of employee well-being are accounted for. This plan is based on five pillars: prevention of harm; promotion of health; resolution of occurrences or harm; organizational culture; and sustainability and continual improvement. The five pillars encompass the nine components of wellness: financial, emotional, cognitive, social, spiritual, environmental, and occupational.

**Gym and Conditioning Room** are equipped for a variety of physical activities that patients, staff, and visitors are welcomed to enjoy. The gym and conditioning room are open to staff on their breaks during the following hours: 11:30 a.m. – 1:00 p.m., 4:00 p.m. – 6:00 p.m., 8:30 p.m. – 8:30 a.m. Staff and students are also invited to participate in drop-in fitness activities and sports.

**Eat Well, Live Well Program** is part of the Integrated Wellness Program headed by our Nutrition and Food Services team. This program saw the Nutrition and Food Services team working to develop new, healthy food options for our Lakeview Cafeteria. They then compiled their new recipes into a book which you can download from the Employee Wellness page on Shoreline for free.

**Quick Series Books** can be found in the Workplace Wellness Kit in each and program area throughout the hospital. The books cover topics such as mental health first aid, suicide prevention, and stress management and are meant to educate staff on handling difficult situations in a healthy and effective manner.

**Joy Boards** are boards posted in departments throughout the hospital to promote joy, laughter, inspiration, wellness, and happiness in the workplace. Staff agree on a theme for their board and then add to it. Some themes that have been used are: "inspirational quotes", "mindfulness tips", and "get to know your colleagues".

**"Say Thanks" E-Cards.** If you notice that a co-worker goes above and beyond in demonstrating Ontario Shores' Strategic Directions, you can acknowledge their hard work with an e-card. There are four e-cards, each corresponding to one of the Strategic Directions: Be Bold, Be Inspiring, Be Caring, and Be Extraordinary.

**GEM (Going the Extra Mile) Cards.** If you notice a colleague or an Ontario Shores volunteer who "goes the extra mile" in promoting Ontario Shores' vision and values in their work, acknowledge them with a GEM card!

## SUSTAINABILITY

At Ontario Shores we understand the vital role we play in protecting the environment and we are constantly working to improve the sustainability of our practice.

**Green Matters committee** is dedicated to promoting cost-effective strategies that adhere to all environmental laws, encourage recycling, minimize waste, promote the proper disposal of hazardous materials, limit the use of non-renewable energy sources, conserve water and energy resources, and reduce greenhouse gas emissions. The committee works to follow the Ontario Shores 10-Year Conservation and Demand Management Plan developed in 2013 to improve our environmental well-being.

**Bike Storage.** Ontario Shores provides a fenced-in storage area for staff wishing to ride their bicycles to work. The bike storage area is located in front of Building 8 beside the lower level transportation parking area and can be accessed using the BA1 key that you will receive at your orientation.

**Water Bottle Filling Stations.** To reduce waste from plastic water bottles, you are welcome to fill your reusable water bottle at one of our filling stations located in the Lakeview Cafeteria in Building 5 Level 1.

**Reducing the Use of Paper Cups.** To reduce waste from paper cups, staff who bring a medium- or large- sized reusable travel mug can receive a hot beverage (tea, coffee or hot chocolate) for \$1.45 (plus tax) in the cafeteria.

**Annual Farmers' Market.** Each summer, Ontario Shores is proud to host a farmers' market where patients, visitors, staff, and community members can purchase fresh, locally-grown produce and locally-made goods, supporting small business owners as well as the environment.

## EDUCATIONAL RESOURCES

Ontario Shores is dedicated to providing mental health education to the community in order to reduce stigma. Our library provides many useful educational resources to patients, visitors, volunteers, staff, students, and members of the community and is located in Building 7 Level 2. The library is opened on Monday to Friday from 9:00 a.m. to 5:00 p.m.

**Books and E-Books.** Ontario Shores library users have access to a variety of books and e-books about mental health and recovery which they can borrow for a three-week period.

**E-Journals.** Ontario Shores subscribes to a number of scholarly journals which can be accessed online through the library's page on Shoreline or upon request made to our librarian.

**Research Assistance.** Our librarian can provide research assistance upon request and offer consultation and support for systematic reviews.

**Ontario Shores Journal of Recovery in Mental Health.** In 2016 Ontario Shores launched the Journal of Recovery in Mental Health which publishes the latest research, reports, and perspectives in mental health, promoting discovery and improvement of mental health care. You can access the journal at <https://jps.library.utoronto.ca/index.php/rmh/index>.