



Essex Partnership University  
NHS Foundation Trust

# Employers Guide To The Employment Retention Service



Essex  
Employment Retention Service

## **The Essex Employment Retention Service is entirely free to the user and commissioned by Essex County Council.**

Mental health difficulties are one of the main reasons for absence from the workplace and cause individuals to struggle at work, therefore it is increasingly important to be able to engage with and support employees experiencing this.

The Employment Retention Service can support the individual and employer and help to keep clear and improved lines of communication between them helping to facilitate a return to work.

### **What we do:-**

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- The Employment Retention Specialist will work proactively with the client and employer to achieve a healthy, safe and sustainable employment outcome.
- There will be an assessment meeting with the individual to gain an understanding of the issues they are facing and how this is affecting work.
- Support to develop effective return-to-work strategies, including reasonable adjustments, phased returns and support for employers to meet the needs of the individual.
- Support people facing barriers to employment realise their potential to the mutual benefit of the employer.
- Introducing a Wellness Action Plan (WAP) that would provide a plan for the employer and employee to help them stay well going forward.
- Reduce overall sickness absence due to mental ill health, successfully increase the number of people returning to work who are experiencing mental health difficulties.
- Facilitate independent support, advice and guidance for employers and their staff relating to a range of health and employment matters, and offer impartial and confidential advice to identify solutions to work-related issues, helping to retain valuable staff.
- Raise awareness, and improve understanding, of mental ill health in the workplace.

## Eligibility

To be eligible for the service the employee must be a resident of the Essex County Council area and have any level of mental health illness that is affecting their ability to carry out their work.

## Referral

- They can self-refer.
- An employer can make a referral.
- A GP or other health professional can make the referral.
- Any other organisation supporting them can make a referral.

**A referral form will need completing and signing. (Unless the person is receiving care from Essex Partnership University NHS Foundation Trust when their clinician can make a direct referral.)**

To obtain a referral form:

**Phone:** 0300 790 0573

**Email:** epunft.employmentservices@nhs.net

**www.eput.nhs.uk**

Scan the **QR Code**



Alternatively complete the information below and post the form to Employment Services, Holmer Court, Essex Street, Colchester. CO3 3BT.

### Expression of interest

I am interested in receiving support from the Employment Retention Team:

Name .....

Town .....

Telephone No .....

Email .....

## What other Employers Say:-

*"The service fulfilled and exceeded my expectations in every dimension."*

*"The Employment Retention Specialist was extremely helpful in the process of supporting one of our employees back to work, he attended all meetings when required and offered beneficial advice and practices to the employee. I know that this also helped the employee to feel totally supported during this difficult time to know that she could reach out to the Specialist when required."*

*"The Employment Retention Specialist has been invaluable in supporting one of our colleagues through formal processes, she helped myself as hearing manager to understand how the persons ill mental health had impacted on the choices and actions of the individual. The support the Specialist gave to our colleague at a really difficult time ensured that the person was able to fully engage in the process and present their case at the formal process."*

Only **58%** of employees believe their manager is concerned about their wellbeing

**91%** of managers agree that good mental health at work and good management go hand in hand

**If you would like to know more about how the Employment Retention Service can support you and your employees please contact us.**

Email: [epunft.employmentservices@nhs.net](mailto:epunft.employmentservices@nhs.net) Phone: **0300 7900 573**