

What We Can Offer



A National Council for Palliative Care Programme

We can tailor a package of our resources to meet the needs of the organisation whatever their size or budget. Our main resources are:

- A set of 10 leaflets and a guide '10 Guidelines for becoming a compassionate employer' – these will provide line managers and work colleagues with a range of detailed information about how to effectively communicate with an employee who is caring for a terminally ill person close to them or after the death has happened. They also give guidance on supporting return to work, the impact a traumatic death and the death of a work colleague can have and the need to respect diversity in bereavement. We also offer a template managers can use as part of the communication with a bereaved employee.

- A 'Bereavement in the Workplace' half day workshop for employees – this is our main half day workshop for a maximum of 15 employees and aims to help line managers and other employees think about their roles and responsibilities when there is a death in the work community or when a colleague experiences a death in their close family or friendship circle. We describe how loss and grief impacts on the workplace as well providing a range of hints and tips to line managers and other employees to build their confidence to offer support.

- Evaluation of the workshops – following the workshops we can provide an analysis of feedback to show how those attending believe the content improved their confidence in offering support in the workplace and what they had learned. This feedback can provide valuable information to support ROI and also used as a measure for those organisations undertaking the full assessment process.

- An assessment process where we work with the organisation to review current practice and policy against detailed assessment criteria. If the organisation needs to make some improvements or introduce new practices, we will suggest 'measures' for monitoring the impact of the changes the organisation may wish to adopt.

After an agreed period, we will undertake a second assessment and if the organisation can provide evidence that meet the criteria they will be able to use the Compassionate Employer registered logo award which is reviewed after three years.

- Access to a member's section of the website – this gives access to additional downloadable copies of the leaflets and guide and other resources, plus two interactive films for training line managers which cover initial communication with the employee and returning to work. These films will also be available as DVDs.

- A 'Find me help' micro website - Find Me Help offers the U.K.'s most comprehensive database of services for people in the last years of life and their families, carers and friends. We currently have details of 1198 organisations providing 3337 services. Find Me Help also includes the U.K.'s best used guide on all aspects of approaching the end of life. It also works well for employers wanting to support their staff as this database and guide can be set up as a micro-site reflecting your branding and linked from your existing website.

The following are examples of packages we could tailor to the requirements and budgets of organisations wanting to register on the programme and could be built upon and reviewed as needs change:



Package 1:

- Registration to use the members only website and be able to download copies of the leaflets, guide and use the two interactive films which can be used for staff training.
- A set number of hard copies of the leaflets and guide.

Package 2:

- Registration to use the members only website and be able to download copies of the leaflets, guide and use the two interactive films which can be used for staff training.
- A set number of hard copies of the leaflets and guide.
- A 'Bereavement in the Workplace' workshop – the number of workshops determined by the organisation

Package 3:

- A 'Bereavement in the Workplace' workshop – the number of workshops determined by the organisation

Package 4:

- Taking part in the assessment process to achieve recognition as a Compassionate Employer and use of trademark logo – includes a minimum of two visits by assessors
- Registration to use the members only website and be able to download copies of the leaflets, guide and use the two interactive films which can be used for staff training.
- A set number of hard copies of the leaflets and guide.

Package 5:

- Registration to use the members only website and be able to download copies of the leaflets, guide and use the two interactive films which can be used for staff training.
- A set number of hard copies of the leaflets and guide.
- A 'Bereavement in the Workplace' workshop - the number of workshops determined by the organisation.
- Taking part in the assessment process to achieve recognition as a Compassionate Employer and use of trademark logo – includes a minimum of two visits by assessors

Package 6:

- Registration to use the members only website and be able to download copies of the leaflets, guide and use the two interactive films which can be used for staff training.
- A set number of hard copies of the leaflets and guide.
- A 'Bereavement in the Workplace' workshop – the number of workshops determined by the organisation
- Taking part in the assessment process to achieve recognition as a Compassionate Employer and use of trademark logo – includes a minimum of two visits by assessors
- Opportunity for 'Find me help' microsites

We also offer:

- A workshop introducing Senior/Middle and HR managers to the programme
- A train the trainers workshop for in-house trainers to deliver and cascade the 'Bereavement in the Workplace' workshop
- Bespoke help and support to develop bereavement policies and other good practice in the workplace

