

OUTLINE PROGRAMME

Stress Management

- 1 Introduction
- 2 What is Stress?
- 3 Causes of stress
- 4 Impact on health
 - a. Recognising the signs of stress
 - b. Symptoms of stress
 - c. Warning signs
- 5 Understanding Behaviour
- 6 Dealing with Stress at Work
- 7 Stress and its Effects on Health
- 8 Why does Coping with Stress Matter?
- 9 Costs
 - a. How much does stress cost?
 - b. Who pays for it?
- 10 Effects of Stress
- 11 Major Causes of Stress in the Workplace
 - a. Bullying
 - b. Lack of choice
 - c. Excessive hours
 - d. Lack of information
 - e. Poor management & direction
 - f. Workplace disputes
- 12 Vulnerable Workplaces
- 13 Coping with Return
 - a. Your own return from stress
 - b. Return of colleagues
 - c. Return of subordinates
 - d. Return of senior managers
- 14 Stress busters
 - a. Managing your own stress
 - b. Helping others to manage stress
- 15 Stress and Employment Law
 - a. Criminal courts
 - b. Employment Tribunals
 - c. Civil courts
- 16 Stress and Disability Discrimination
- 17 The Health and Safety Executive Stress Management Standards
- 18 Health and Safety Executive Indicator Tool and Analysis Tool
- 19 Example Stress Policy
- 20 Stress and Positive Relaxation
- 21 Ways to Reduce Stress in the Workplace



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