School of Psychological Sciences

PSYC6105: Responding to Mental Health Challenges in the Workplace

Online
Trimester 1 - 2024

NOTE: Use of AI in this course is prohibited
Students must not use AI assistance in any assessments in this course. Any assessment suspected of using AI will be referred to the Student Academic Conduct Officer. The penalty for use of AI in an assessment will be a 0 mark for the assessment (even if AI is found to be used in only a part of the assessment).

OVERVIEW

Course Description

This course provides a set of core skills to help respond to those who are experiencing a mental health problem until appropriate professional help is available. It provides training in best practice and evidence-informed approaches to initially assist with mental health issues in the workplace and the community. By the end of this course, you will be able to identify the signs and symptoms of common mental health problems, provide initial assistance to those experiencing a problem, respond to a crisis situation, and find and refer to appropriate professional help.

Academic Progress Requirements

Nil

Contact Hours

Online
Online Activity
Online
2 hour(s) per week(s) for 12 week(s) starting Week 1

Self-Directed Learning
Self-Directed
3 hour(s) per week(s) for 12 week(s) starting Week 1

Unit Weighting

5

Workload

Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10-unit course.

CONTACTS

Course Coordinator	**Online**
	Dr Tegan Bradley
	Tegan.Bradley@newcastle.edu.au
	Consultation:
	By appointment
Teaching Staff	Other teaching staff will be advised on the course Canvas site.
School Office	**School of Psychological Sciences**
	W210
	Behavioural Sciences Building
	Callaghan
	psyc-admin@newcastle.edu.au
	+61 2 4921 5505

SYLLABUS

Course Content

- Identifying common mental health problems.
- Determining risk of harm to self and others.
- Engaging and communicating with someone in difficulty.
- Helpful responding to a mental health problem.
- Helpful responding to a crisis situation
- Understanding the mental health profession

Course Learning Outcomes

On successful completion of this course, students will be able to:

1. Identify, assess, and analyse the signs and symptoms of common and disabling mental health problems in adults.

2. Develop and demonstrate a foundational interpretation of mental health literacy including evidence-based programs, strategies, interventions and information for mental health problems and mental health crisis situations.

3. Develop and demonstrate ways to provide initial mental health aid in the workplace.

4. Demonstrate knowledge and skills in referring those experiencing mental health challenges to appropriate informational and professional resources.

SCHEDULE

Week	Week Begins	Topic	Assessment Due
1	29 Jan	Introduction to Mental Health	
2	5 Feb	Discrimination in the Workplace	
3	12 Feb	Workplace Strategies	
4	19 Feb	Wellbeing & Stress	Quiz 1 (10%) Due 11:59pm Sunday 25th Feb
5	26 Feb	Depression	
6	4 Mar	Anxiety	
7	11 Mar	Offering Support	Quiz 2 (10%) Due 11:59pm Sunday 17th March
8	18 Mar	Communication (Ask)	
9	25 Mar	Communication (Listen)	Project A (30%) Due 11:59pm Sunday 31st March
10	1 Apr	Organisational Level Support	
11	8 Apr	Mental Health Professionals	
12	15 Apr	Additional Online Support	Project B (50%) Due 11:59pm Sunday 21st April

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ASSESSMENTS

This course has 3 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Online quizzes	Quiz 1 (10%) Due 11:59pm Sunday 25th Feb Quiz 2 (10%) Due 11:59pm Sunday 17th March	Individual	20%	1, 2, 3
2	Project report Part A	Project A (30%) Due 11:59pm Sunday 31st March	Individual	30%	2, 3
3	Project report Part B	Project B (50%) Due 11:59pm Sunday 21st April	Individual	50%	2, 3, 4

Late Submissions	The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 10% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.

Assessment 1 - Online quizzes

Assessment Type	Quiz
Purpose	The two quizzes assess your understanding of content from the first six weeks of the course course.
Description	Quiz 1 will cover content from weeks 1 to 3 (10%) Quiz 2 will cover content from weeks 4 to 6 (10%) One attempt permitted per quiz
Weighting	20%
Length	10 multiple choice questions per quiz
Due Date	Quiz 1 (10%) Due 11:59pm Sunday 25th Feb Quiz 2 (10%) Due 11:59pm Sunday 17th March
Submission Method	Online
Return Method	Online

Assessment 2 - Project report Part A

Assessment Type	Project
Purpose	This reflective writing task is designed to demonstrate a number of factors that might moderate the ability to provide support to a colleague in the workplace. This task draws together several of the activities (learning journals, Padlets, Independent Investigation etc) undertaken through the course.
Description	Using suitable writing format (dot-point or prose) within a reflective writing style, demonstrate how factors relating to the self, workplace, and interaction between the two may impact the ability to provide mental health support in a workplace context, considering both strengths and weaknesses.
Weighting	30%
Length	600 Words (+/- 10%) Word limits include headings, sub-heading, in-text citations, quotes and referencing but does not include the list of references, appendices, and footnotes. The word limit will allow a tolerance of 10% and any work after the maximum word limit will not be included within the allocation of marks. In other words, the marker will STOP reading at 660 words.
Due Date	Project A (30%) Due 11:59pm Sunday 31st March
Submission Method	Online
Assessment Criteria	Marking rubric provided on Canvas.
Return Method	Online
Feedback Provided	Online - Online - 3 weeks post deadline or submission, whichever occurred later. Marks on key metrics as well as constructive comments will be available.

Assessment 3 - Project report Part B

Assessment Type	Project
Purpose	This written task is designed to demonstrate an evidence-based understanding of how to provide mental health support in the workplace, including appropriate elements of a conversation as well as referral to further mental health support.
Description	Using the scenario provided, generate a transcript of a potential conversation with a colleague in the workplace indicating key elements of active listening and reasoning for the approaches used based on responses (Part 1). Follow up with an email referring the colleague to appropriate mental health support services (Part 2).
Weighting	50%
Length	1400 words (+/- 10%) Word limits include headings, sub-heading, in-text citations, quotes and referencing but does not include the list of references, appendices, and footnotes. The word limit will allow a tolerance of 10% and any work after the maximum word limit will not be included within the allocation of marks. In other words, the marker will STOP reading at 1540 words.
Due Date	Project B (50%) Due 11:59pm Sunday 21st April
Submission Method	Online
Assessment Criteria	Marking rubric provided on Canvas.
Feedback Provided	Online - Online - 3 weeks post deadline or submission, whichever occurred later. Marks on key metrics as well as constructive comments will be available.

ADDITIONAL INFORMATION

Grading Scheme

This course is graded as follows:

Range of Marks	Grade	Description
85-100	High Distinction (HD)	Outstanding standard indicating comprehensive knowledge and understanding of the relevant materials; demonstration of an outstanding level of academic achievement; mastery of skills*; and achievement of all assessment objectives.
75-84	Distinction (D)	Excellent standard indicating a very high level of knowledge and understanding of the relevant materials; demonstration of a very high level of academic ability; sound development of skills*; and achievement of all assessment objectives.
65-74	Credit (C)	Good standard indicating a high level of knowledge and understanding of the relevant materials; demonstration of a high level of academic achievement; reasonable development of skills*; and achievement of all learning outcomes.
50-64	Pass (P)	Satisfactory standard indicating an adequate knowledge and understanding of the relevant materials; demonstration of an adequate level of academic achievement; satisfactory development of skills*; and achievement of all learning outcomes.
0-49	Fail (FF)	Failure to satisfactorily achieve learning outcomes. If all compulsory course components are not completed the mark will be zero. A fail grade may also be awarded following disciplinary action.

*Skills are those identified for the purposes of assessment task(s).

Communication Methods	Communication methods used in this course include: - Canvas Course Site: Students will receive communications via the posting of content or announcements on the Canvas course site. - Email: Students will receive communications via their student email account. - Face to Face: Communication will be provided via face-to-face meetings or supervision

Course Evaluation	Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.
Oral Interviews (Vivas)	As part of the evaluation process of any assessment item in this course an oral examination (viva) may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the Oral Examination (viva) Procedure. In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the Student Conduct Rule.
Academic Misconduct	All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students at the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to https://policies.newcastle.edu.au/document/view-current.php?id=35.
Adverse Circumstances	The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where: 1. the assessment item is a major assessment item; or 2. the assessment item is a minor assessment item, and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system. 3. you are requesting a change of placement; or 4. the course has a compulsory attendance requirement. Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at: https://policies.newcastle.edu.au/document/view-current.php?id=236
Reasonable Adjustment Plan (RAP)	If you are registered with Accessibility and have been provided with a Reasonable Adjustment Plan (RAP), please ensure that you provide your Course Coordinator with a copy as soon you can or let your Course Coordinator know that you are still waiting for your RAP.
Important Policy Information	The Help button in the Canvas Navigation menu contains helpful information for using the Learning Management System. Students should familiarise themselves with the policies and procedures at https://www.newcastle.edu.au/current-students/respect-at-uni/policies-and-procedures that support a safe and respectful environment at the University.

This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified, and an amended course outline will be provided in the same manner as the original.