

## **Pilot Study – EAP. How to get involved.**

### **Introduction**

Thank you for considering to be part of the Torus Wellbeing EAP Pilot study undertaken by Torus Wellbeing Clinic, Stoke-on-Trent and supported by the European Research and Development Fund at The University of Keele. This document outlines what is expected from you if you decide to participate in this pilot.

This is a unique opportunity to be part of the development of something exciting. You may be aware that there are a number of medical based Employee Assistance Programmes (EAP) available, your work may even pay into one for you. An EAP is a work-based programme designed to assist employees in resolving personal problems that may be affecting work, or the workplace. This may be as a result of physical injury, illness, changes in mental health or social problems.

Most EAP's have a bias towards physical health and illness, however, offering a mental health scheme in conjunction with a physical health program will provide optimum health provision overall.

This EAP is specifically designed to address and help you identify signs of changing mental health early on. It provides tips to manage your mental health and helps guide you towards a more positive future. It offers a broad range of holistic advice, treatments and management strategies accessible either online, 1:1 or in a group session to suit your needs.

### **Why?**

In May 2020 Public Health England revealed figures stating that 23 million people in the UK were suffering with their mental health. Not everyone is the same and some people find it easier to cope than others. We are also in a great position at the minute to counteract this, Government and Society are much more aware of the impact of good mental health. This is not enough, we need to see that mental health support is available in the workplace and that people know and can access good, evidence-based information. Our aim is to make evidence based information and mental health support available to everyone in the workplace.

**What is it for?**

Torus Wellbeing Employee Assistance Programme have developed a 3-tier health and wellbeing EAP.

**Tier 1 - The Virtual package -**

- Online self-help information for physical and mental health via the Torus Wellbeing Portal.
- Access to one educational talk per quarter - via an online platform for your convenience.
- Virtual classes of your choice (Yoga, Qi-gong, Meditation)

**Tier 2 - The Comprehensive Package -**

- Access to all resources available in Tier 1 plus
- Up to 6 virtual or face to face 1-hour sessions as needed. this may include Counselling, Physiotherapy and Occupational Health Assessments.
- Online – 24/7 SMS/chat support with a qualified counsellor.

**Tier 3 - The Signature Packages -**

- Our unique Torus packages of care have been designed by a dedicated team of experts to provide longer term, guided and holistic recovery for comprehensive wellbeing. This is a 12 session programme developed specifically for an individual's needs based on an in-depth consultation.

**Pilot EAP - Tier 1 Online**

We are looking for Companies and individuals to evaluate our new service. Tier 1 is an online Employee Assistance Programme giving you the flexibility to access information in your own time as and when you need it. You can also access online yoga, Qi-Gong and X-Hail meditation and relaxation classes.

### **Am I Suitable?**

We are looking for Companies and individuals to review our literature, the website and the class videos.

#### **As A Company -**

- We need you to be an existing Company who employs more than 10 members of staff
- You may or may not already have a traditional EAP in place but are looking to support mental and good health in the workplace
- You are not a medical healthcare related business
- You are not a holistic treatment centre
- You are not related to anyone at Torus Wellbeing Clinic or Torus Wellbeing EAP

#### **As An individual -**

- You are not a family member of anyone working or part of Torus Wellbeing Clinic or Torus Wellbeing EAP
- You have not been part of the development, dissemination or implementation of the Torus Wellbeing programmes
- You may be a friend of Torus Wellbeing EAP but you must not have a monetary investment in the Company
- You are not a healthcare provider and you do not work in a healthcare environment
- You are not a holistic health practitioner and you do not work in a holistic healthcare environment

### **What Do You Need From Me?**

Torus Wellbeing EAP needs to be sure that we are developing a programme that is fit for purpose. Having input from potential service users enables us to deliver a service that meets the need of those for who it is intended.

We need you to review the literature provided on the Torus Wellbeing EAP portal website and try out the classes. We need you to feedback on the following:

1. Ease of accessing the information
2. Relevance of the information
3. Quality of the information
4. Usefulness of the information
5. Ease of accessing the classes
6. Quality of the classes
7. Quality and relevance of the online workshop

### **What Do I Have To Do?**

Once you have registered your interest you will be given a username and a password - there will be no names, all feedback is anonymous.

Once you have your log-in details, you simply have to log into our site at [www.toruswellbeingclinic.co.uk](http://www.toruswellbeingclinic.co.uk) and click on the tab marked 'EAP'.

Enter your personal ID and your password. This will allow you to enter the Torus Wellbeing Portal.

From here, you can either search for a health condition, a topic of interest or try out a class.

You will have access to these resources for a 6-week period from the start of your Pilot.

Feedback will be gathered throughout, so if you use an information sheet or try out a class, you will be asked to complete a short form. Simply fill this in, press 'submit', and we can do the rest!

### **What Now?**

If you would like to be involved in this study simply tick the boxes on the main webpage if you are happy with the description of the Pilot study.

You are free to withdraw from this pilot study at any time without risk of any further action.

If you have any further questions, we would be delighted to talk to you. Please get in touch with us at [info@toruswellbeingclinic.co.uk](mailto:info@toruswellbeingclinic.co.uk)

It is great to have you on board!

## **The small print**

### **USER PARTICIPATION AGREEMENT - PRIVACY POLICY**

This user participation agreement is entered into by and between 'Torus Wellbeing Clinic/Torus Wellbeing EAP is located at 24 Elgin Chambers, Cemetery Road, Shelton, Stoke-on-Trent, ST4 2DL. By signing this document, you agree to the terms and conditions as set out above.

In connection with your participation, you may receive confidential information of Torus Wellbeing EAP. This means all non-public information of TORUS WELLBEING EAP including the documentation provided for your review, processes and procedures of the programme and other related product information, financial information and marketing strategy, data, research and development.

You agree to hold the confidential information (described above) in confidence, and only for the survey or the programme you are involved in reviewing unless permission is given by TORUS WELLBEING EAP.

You acknowledge that TORUS WELLBEING EAP is not required to disclose any particular information to you and it does not create a commitment to any service, product or business relationship in the future. The terms of this agreement are confidential information and therefore may not be disclosed by you without TORUS WELLBEING EAP prior consent.

In the course of your participation, you may be requested to provide comments, feedback, ideas, reports, suggestions, data or other information to TORUS WELLBEING EAP (known as Feedback). By submitting feedback to TORUS WELLBEING EAP, you acknowledge and agree that (1) your feedback does not contain confidential information (2) TORUS WELLBEING EAP is not under any obligation of confidentiality, express or implied, with respect to the feedback, (3) TORUS WELLBEING EAP shall be entitled to use or disclose (or not disclose) such feedback for any purpose in any way, (4) Your feedback automatically becomes the property of TORUS WELLBEING EAP without any obligation to you (5) You are not entitled to any compensation or reimbursement of any kind from TORUS WELLBEING EAP under any circumstances.

This agreement cannot be cancelled, assigned or modified except by the written agreement of both parties.

You acknowledge that unauthorised disclosure of confidential information will diminish the value of the proprietary interests that are subject to this agreement.

This agreement is effective as of the date accepted by TORUS WELLBEING EAP. This agreement may be terminated immediately by either party upon written notice of the other party, provided however that the provisions of all previous sections will continue to apply regardless of termination.

All intellectual property such as guidelines, development of the holistic care programme and all related procedures, products, branded goods and information within the Pilot study is owned by Torus Wellbeing EAP. This is strictly confidential and by signing this agreement you agree not to directly, indirectly reveal, report, copy, license, publish, transfer, communicate or disclose any information without TORUS WELLBEING EAP