

Mental Health and Addictions Policy	Policy Number: PA-408
Last Reviewed: 2019/09/01	Next Review: 2020/09/01

Purpose: The Pinnguaq Association recognizes that in any given year, 1 in 5 people in Canada will personally experience an addiction or mental health problem or illness.¹ We recognize as well that these problems can be debilitating if not properly treated. Vitally, we acknowledge that it is not the choice of the afflicted person to be affected by addiction or mental illness, and they should therefore be treated with empathy and kindness.

Policy Statement: Pinnguaq Association will work with, and accommodate employees experiencing mental health and addictions to support their well-being inside and outside the workplace.

Procedure: Pinnguaq Association will support employees experiencing mental health and addiction issues through connecting employees to supports and services, and covering related fees.

1. Duty to Accommodate

The employer has a duty to take all reasonable steps to accommodate employees who have mental health or substance abuse issues. Employees are encouraged to discuss any such issues with their supervisor, the Executive Director, Human Resource Manager or a trusted colleague who can inform management so the employer can accommodate.

2. Counselling Assistance

Through benefits provided by Chambers Insurance, an Employee Assistance Program is included which provides employees with up to 12-hours of face-to-face counselling per employee, per year, per family unit. Telephone consultation is also available (to a maximum of three hours) for Financial and Legal issues.

2. Free Services

Addictions Counselling and Psychiatrists are covered by OHIP and the Ministry of Health and Long Term Care. Employees can get mental health referrals through their primary care

¹Centre for Addiction and Mental Health. 2019.

physician. The local Kawartha Lakes addictions counselling office is FourCast <http://www.fourcast.ca/> with offices in Peterborough and Lindsay.

If an employee is experiencing a mental health crisis, they can call Four County Crisis at 705-745-6484 or toll-free 1-866-995-9933. This is a free service provided by CMHA HKPR and is anonymous. They will also be able to provide information about mental health services in the area.

3. Mental Health, Addictions and Work

In cases where an employee's ability to do work is affected by their mental illness or addiction, it is the position of the Pinnguaq Association to support them in seeking assistance. As long as the employee is actively engaging in their own recovery, workplace flexibility, workday accommodation, sick days and leave can be used to facilitate wellness plans at the discretion of the Executive Director. Job instability can be a huge stressor and it is important to know that the employee is not at risk of termination unless their illness or addiction interferes with their work and subsequently they repeatedly demonstrate an unwillingness to seek treatment or counselling.

4. Undue Hardship

In situations where Pinnguaq Association has applied their duty to accommodate to the point that there is an undue hardship placed upon the organization, Pinnguaq Association maintains the right to terminate the employee's contract at will.