



**Your  
Health &  
Wellbeing**  
at LSCft



**Lancashire &  
South Cumbria**  
NHS Foundation Trust



# EMPLOYEE WELLBEING AND BENEFITS BROCHURE

<https://wellbeing.lscft.nhs.uk/>

# | INTRODUCTION

At Lancashire and South Cumbria NHS Foundation Trust we are working together to help you enjoy a healthy, happier and longer life. We recognise that balancing everyday life together with the requirements of work and home can create pressures for all of us. We do this in a number of ways including a Trust wide network of Health and Wellbeing Champions who at a team level promote healthy lifestyle messages and organise activities. A range of benefits, training and services are available to help support physical, mental and financial wellbeing.

Here are some of the things we encourage:

**Health Promotion** – many of our teams have a Health and Wellbeing Champion who support and signpost, along with initiating activities at a team level. Champions receive a monthly newsletter full of health promotion information and resources to share with colleagues and display on Team Boards.

**Supporting Stress and Mental Wellbeing** – we take a psychological first aid approach and offer reflective opportunities such as Schwartz Rounds. Workplace Trauma Support Training is available along with Resilience Workshops.

**Healthy Lifestyle** – making positive lifestyle choices can have a big impact on health. We encourage people to 'Sit less' and to take Workspace Walks, we advocate a healthy balanced diet, smoke free and safe drinking guidelines. We initiate a range of activities, and encourage lunch breaks and hydration.

**Reward and Recognition** – from saying 'Well done' to a colleague, to our Staff Awards, we appreciate and value good work at all levels.

For more information please contact:

Health & Wellbeing Strategic Lead [joanne.smith@lscft.nhs.uk](mailto:joanne.smith@lscft.nhs.uk)

Health & Wellbeing Admin Co-Ordinator [susan.mortimer@lscft.nhs.uk](mailto:susan.mortimer@lscft.nhs.uk)

Email: [healthandwellbeing@lscft.nhs.uk](mailto:healthandwellbeing@lscft.nhs.uk)

Visit our website <https://wellbeing.lscft.nhs.uk/>



# OUR TRUST VALUES



**We are  
Kind**



**We are  
Respectful**



**We are  
Always  
Learning**



**We are a  
Team**

## **We are kind**

- We are approachable and show compassion
- We actively listen to what people need and proactively offer our support
- We pay attention to our own wellbeing and the wellbeing of others
- We celebrate success and provide feedback that is sincere and genuine

## **We are respectful**

- We are open and honest, ensuring people receive information in ways they can understand
- We support different perspectives and ideas
- We put service users at the heart of everything we do, proactively seeking feedback
- We take pride in our work and take responsibility for our actions

## **We are always learning**

- We seek out opportunities to learn so we are supported to reach our potential
- We set high standards and are open and flexible to change and improvement
- We value appraisals, supervision and learning opportunities
- We speak out if the safety of our services are compromised

## **We are a team**

- We take personal and team accountability, to deliver the highest standards of care
- We work in partnership with our service users to ensure co-production, engagement and learning
- We actively build trusting relationships and take time to celebrate success
- We work in collaboration with others outside of the Trust ensuring excellent outcomes for service users and carers

# SUPPORT FOR YOU

Here at LSCft, we have a wide range of support available for you, your teams and all of our staff. We also have support for your family, too.

If you can't find what you're looking for below, please do contact our dedicated [Health and Wellbeing Team](#) who will be happy to help.

- ***Employee Assistance Programme*** ✓

The Employee Assistance Programme provides support and wellbeing advice to all employees through a free confidential telephone and on-line assistance service offering expert advice on a wide range of life issues and specialist counselling and support to help you prepare for and cope with any events through life.

Available 24 hours a day, 365 days a year you can access this online using the link below or by calling **0800 0280199**.

For access to EAP please [Click Here](#)

- ***Mental Health Helpline*** ✓

The LSCFT Wellbeing & Mental Health Helpline and Texting Service is a Freephone out of hours, person centred listening environment for people requiring emotional support in relation to their own mental health or that of someone they know. Fully trained volunteers operate the helpline, they offer their time to listen and support callers.

The Helpline is open 365 days a year, Monday - Friday 7pm until 11pm and Saturday - Sunday 12pm until Midnight - 0800 915 4640

The Wellbeing Texting Service - Text **HELLO** to **07860 022 846**

[www.lscft.nhs.uk/texting-service](http://www.lscft.nhs.uk/texting-service)

- ***Occupational Health and Wellbeing*** ✓

These services are delivered by East Lancashire Hospital NHS Foundation Trust with support from University Hospitals of Morecambe Bay NHS Foundation Trust and Blackpool Teaching Hospital NHS Foundation Trust as part of a system wide approach to Occupational Health provision.

[Click Here](#)

#### **The Well Service**

As part of LSCft's Occupational Health and Wellbeing provision staff also have access to the Well Service resources. More information about the Well Service can be found on the [staff intranet](#).

- ***Physiotherapy*** ✓

The sessions are provided by Physio Med which has clinics right across the country, including locations across Lancashire and South Cumbria.

Your manager can request a referral through Occupational Health, however you can also self refer to the [Physiotherapy Advice Line](#).

[wellbeing.lscft.nhs.uk/support-for-you/occupational-health](http://wellbeing.lscft.nhs.uk/support-for-you/occupational-health)

# SUPPORT FOR YOU

## • *Supporting families* ✓

LSCft offers comprehensive maternity, paternity and adoption leave schemes.

### **Maternity Benefits**

**Occupational Maternity Leave** - All pregnant employees will be entitled to 52 weeks maternity leave, comprising of 26 weeks ordinary maternity leave followed by 26 weeks additional maternity leave. Conditions apply.

**Adoption Leave** – As maternity leave conditions apply.

**Parental Leave** - Parental Leave is applicable to any employee who has nominated caring responsibility for a child under the age of 18. Eligible employees will be able to take up to a maximum of 18 weeks' unpaid leave per child, to be taken before the child reaches the age of 18.

In respect of disabled children, parents are entitled to take up to a maximum of 18 weeks' unpaid leave before the child's 18th birthday.

Further information can be found here [Policies - Policy Page](#)

### **Carers leave**

Carers leave for domestic, personal and family reasons is in place to help employees to cope with disruption of, or changes to, normal caring responsibilities.

### **Planned additional unpaid leave**

LSCft is committed to assisting its employees to achieve a healthy work/life balance.

To support this employees have the option to buy annual leave.

## • *Working from Home* ✓

Since the start of the pandemic, more and more people have worked from home.

Some colleagues have enjoyed the flexibility it can offer but others find working from home has made them feel stressed and isolated.

### **7 simple tips to tackle working from home**

The NHS has shared these [simple tips](#) to help while you are working from home.

[www.nhs.uk/every-mind-matters/simple-tips](http://www.nhs.uk/every-mind-matters/simple-tips)

It's also important that you complete a **Display Screen Equipment Assessment** when working from home. You can find the form on Trustnet by searching 'Workstations and Assessment.' Any problems please speak to your manager who will be able to help.

## • *Dealing with Life's Challenges* ✓

We all experience difficult times in our lives and some of us may need more support than others.

Visit our health and wellbeing website for support including:

Menopause, Bereavement and Suicide

[www.wellbeing.lscft.nhs.uk](http://www.wellbeing.lscft.nhs.uk)



# SUPPORT FOR TEAMS

We offer a range of health and wellbeing support for you and your Teams

- *Schwartz Rounds and Team Time*

Schwartz Rounds and Team Time are open for all staff and teams providing a safe facilitated forum to help staff feel connected and supported.

Whether you work on the frontline, support staff or are a senior leader, at any level the sessions can be very cathartic and beneficial to your mental wellbeing.

Both Schwartz Rounds and Team Time are delivered by our trained facilitators at the Trust who provide a safe and supportive environment for people to voice and share their experiences and feelings.

Contact: [Teresa.Callaghansheppard@lscft.nhs.uk](mailto:Teresa.Callaghansheppard@lscft.nhs.uk) for more information.



- *Health and Wellbeing Team*

The Health and Wellbeing Team utilise skills, experience and approaches from both Organisational Development and workplace wellbeing to work collaboratively with our Trust teams. We provide teams with a safe space to identify their wellbeing culture, areas of focus and how to grow wellbeing together.

For more information and to book in an initial consultation contact [healthandwellbeing@lscft.nhs.uk](mailto:healthandwellbeing@lscft.nhs.uk)

- *Organisational Development*

Our organisational development team aim to improve performance through the development of colleagues, leaders and teams and have a range of methods and programmes which support this aim, ranging from bite size sessions to more intensive leadership and team development opportunities. If you need support, get in touch with our team by emailing [OD@lscft.nhs.uk](mailto:OD@lscft.nhs.uk) and someone will get back to you as soon as possible.

# FINANCIAL WELLBEING

We offer access to support to help you take control when it comes to money matters.

- *Salary Finance*

When it comes to managing money, there's no one-size-fits-all approach. The Trust has linked up with Salary Finance to make managing your money simple and help you improve your financial situation. This includes fair and affordable loans, whatever your needs.

You will need to register to create an account – it's quick and easy to do. [www.salaryfinance.com/uk](http://www.salaryfinance.com/uk)

- *Vivup*

As part of the staff benefits offered through [Vivup](#), you can access a range of educational resources and debt consolidation. These can be repaid direct from your salary.

Using Payroll Pay®, you can spread the cost of your items through manageable monthly salary reductions with no credit checks.

- *NHS Credit Union*

Like all credit unions, the NHS Credit Union is a financial co-operative, owned and controlled by its members.

The Union helps care for the financial health of members and almost 20,000 NHS workers are currently enjoying the benefits of being an NHS Credit Union member.

Its mission is to promote financial wellbeing and a savings culture in the NHS industry alongside reducing financial stress in staff and providing ethical financial assistance to those who need it.

[nhs credit union](http://nhscreditunion)

- *Gambling Charter*

Working with Unite the Union, LSCft is the first NHS organisation to sign a new Workplace Charter – a commitment to supporting employees and their family members who may be experiencing harm as a result of gambling.

We work with the Beacon Counselling Trust to provide specialist support to anyone who feels that gambling is having a negative impact on their life or family.

[beaconcounsellingtrust.co.uk](http://beaconcounsellingtrust.co.uk)

# FINANCIAL WELLBEING

- *Wagestream*



Wagestream is a tool for everyday life that lets you get paid your way by letting you track your wages across all of your assignments in real-time, stream a percentage of the wages you've already earned, learn easy tips to manage your money and save your wages straight from your pay.

**Wagestream** provides a range of tools to help you be financially well:

- Track exactly how much you are earning throughout the month, against all your assignments giving you complete visibility.
- Save straight from your pay
- Access a percentage of the money you've already earned – from any of your assignments - straight into your bank account; giving you the freedom to instantly access your money when you want it, for a flat rate of £1.75 per stream.
- Wagestream is a tool for everyday life that lets you get paid your way by letting you track your wages across all of your assignments in real-time, stream a percentage of the wages you've already earned, learn easy tips to manage your money and save your wages straight from your pay.
- Learn from the experts about making the most out of your money. Access impartial and tailored financial tips to help you manage your money better.

Visit the [Wagestream Help Centre.](#)

You can Download Wagestream via\_



- *Little Book of Finance*

The [Little Book of Looking After Your Finances](#) offers support to you with any financial worries and obligations you may have, especially through the current cost of living crisis. The little book provides information on useful support offers to access such as free counselling through our partnership with Employee Assistance Programme, financial staff benefits available including Blue Light cards and Health Service discounts, and useful telephone helplines for additional financial advice and guidance



# BENEFITS



- *Vivup*

We've teamed up with Vivup to offer you access to a wide range of staff benefits. Whether you're on the hunt for the latest tech, a brand-new bike for your commute to and from work or discounts from your favourite brands, restaurants and attractions, Vivup offers LSCft staff a fantastic range of employee benefits.

## Discounts

You can benefit from discounts on major brands right across the UK. Vivup offers savings on everything from retail to food shopping, travel, family essentials, dining out, leisure activities and more!

## Home and electronics

Access the latest tech, homeware, appliances, garden accessories, entertainment systems and more, while spreading the cost of your order throughout the year via fixed, affordable monthly salary reductions with Payroll Pay®.

- *Cycle to Work and online bike shop*

Save up to 37%\* on bikes and cycle accessories for your commute to and from work with a wide range of items available through our Cycle to Work staff benefit.

Plus, through the Vivup online bike shop, you can spread the cost of cycle options for the whole family with a range of bikes suitable for all ages and abilities.

\* Figures are a guide only and dependent on personal situation. [Visit Vivup](#)

- *Health Service Discounts*

The Health Service Discounts website has a wide range of NHS discounts and health care staff benefits.

It's free to join and offers a range of money saving deals and vouchers, including travel and holiday deals, top hotel discounts, relaxing airport lounge and airport parking discounts, mouth-watering restaurant deals and money off fashion fixes, through to deals on mobile phones, utilities and gym memberships. [Health Service Discounts](#)

# BENEFITS



- *Blue Light Card*

The Blue Light Card provides a discount service for the UK's NHS, Emergency Services, and Armed Forces.

It provides discounts online and on the high street through a physical Blue Light Card which is the home of many official discounts from large national retailers and has a wide range of offers from categories such as holidays, cars, days out, fashion, gifts, insurance, phones and many other items.

It is free to join, however please note there is an annual cost of £4.99 to get your [Blue Light Card](#)

- *Red Guava*

Red Guava offers a good selection of frequently updated special offers available to NHS staff. Including holidays, hotels, shopping and more. Go to [www.redguava.co.uk](http://www.redguava.co.uk) for more information. User name is LANCCARE and the password is **BENEFITS**

- *Public Sector Discounts*

Public Sector Discounts is a specialist discounts portal available for all NHS and healthcare staff.

Using the portal, you can access special NHS discounts at thousands of online shops, service providers, local businesses and high street retailers, as well as special offers and cashback.

It's free to join but there is a cost to obtain your Black Card.

[Public Sector Discounts](#)

# HEALTHCARE SCHEMES

## • *Simply Health*

LSCft staff can take advantage of a discount when signing up to the Simply Health Scheme. The scheme offers you access to affordable health plans to help you and your family budget for the cost of everyday healthcare bills.

For example, the Health Cash Plan can give you cash back towards treatments and services from a wide range of healthcare specialists such as:

- Opticians
- Dentists
- Physiotherapists
- Chiropractors
- And more

Under the scheme, you can visit a healthcare specialist of your choice when you need to without worrying about the cost – there's no need to wait for a GP referral. For more information go to [Simply Health](#)



## • *Medicash*

With the Medicash Active Plan, you can claim 100% of your bill back on all receipted benefits, up to your maximum yearly benefit allowance. Children are covered for free - up to their 19th birthday - if they're in full time education, and partners can be added to your plan at discounted rates.

Their complimentary and alternative therapy cover offers cashback on treatments ranging from physiotherapy to homeopathy – with no GP referral necessary.

Email [healthandwellbeing@lscft.nhs.uk](mailto:healthandwellbeing@lscft.nhs.uk) for more details and an application form or call Medicash on **0151 702 0265**.

# CAR LEASE SCHEMES



- *General Car Lease Scheme*

This scheme is for those staff who cover a minimum of 3,500 business miles a year or use a vehicle 4 days per week (pro-rata for part time staff).

For more information about this scheme, please visit the GMP Drivercare website

[GMP Drivercar](#)

- *Salary Sacrifice Car Lease Scheme*

To be eligible to participate in the scheme, you have to:

- Be 21 years of age or older (additional insurance premium for drivers aged 21-25)
- Have held a full EU driving licence for a minimum of 12 months
- Be in substantive employment and your salary sacrificed must not take you below the national minimum wage (NMW)
- Not have a debt to the Trust based on affordability

Eligibility to join the salary sacrifice scheme is at the sole discretion of LSCft.

For more information, including the employer reference you need to register, please email

[healthandwellbeing@lscft.nhs.uk](mailto:healthandwellbeing@lscft.nhs.uk)

- *More information*

Both car lease schemes are managed by GMP Drivercare.

GMP will deal with:

- All day-to-day car lease enquiries
- Quotes
- Leases
- Mileage reviews
- Accidents and repairs

If you have a specific query on the scheme itself, please email

[\*\*Car.SalarySacrifice@lscft.nhs.uk\*\*](mailto:Car.SalarySacrifice@lscft.nhs.uk)



Contact details and further information can be found on the [GMP Drivercare website.](#)

# OUR TEAM

The health and wellbeing team are dedicated to supporting individuals and teams in being well and in work. We take an operational and a strategic approach to drive a culture of wellbeing





- **Jo Smith**

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# STAY CONNECTED WITH US

Inspiring new ideas to  
improve health and  
wellbeing across our  
staff networks



- *Website*

 [www.wellbeing.lscft.nhs.uk](http://www.wellbeing.lscft.nhs.uk)

- *Email*

 [healthandwellbeing@lscft.nhs.uk](mailto:healthandwellbeing@lscft.nhs.uk)

