# Back to the workplace

### Good management practices

Terveystalo's Back to the workplace model helps the company adapt work conditions to the new situation. With regard to the return to the new normal, supervisors must pay attention to the strengthening of psychological security.

#### **Ensure functional structures of work**

In a changed situation, it may be necessary to review the objectives and structures of work and adapt them to meet the new challenges.

- Discuss the tasks and goals of the work community or team.
- Determine clear roles and responsibilities.
- · Develop work processes.

#### Strengthen psychological security

In exceptional circumstances, strengthen psychological security, sense of community and mutual trust to support the coping ability and capacity for renewal of the work community.

- Encourage people to ask questions and challenge.
- Adapt an understanding approach towards mistakes and failures and emphasize learning experience.
- Pay attention to the quality of communication and expressing appreciation.

# Communicate effectively

Exceptional circumstances emphasize the importance of communication. It is critical how you create significance and connect emotionally with the receiver of the message.

- Share diverse information on multiple channels.
- Arrange time for the work community to reflect together and learn.
- Also take up difficult issues and matters of concern.

### Support work ability

Exceptional circumstances often cause mental strain, and effective work ability management is an important part of everyday supervisor work.

- Recognize early signs of work ability impairment.
- Raise the matter actively and show that you care
- Plan work ability support together with the employee.
- Monitor the situation until it improves.
- Use support offered by occupational health services

## **Assess and develop**

Regularly assess the functionality of the work community and think about how it should be developed, when necessary.

- Pay attention to management, roles, responsibilities, common rules and structures.
- Involve the staff in the development of operations.
- Contact occupational health at a low threshold and ask the experts for advice.

