**Health and wellbeing conversations   
1-2-1 wellbeing check-in template**

During this time of uncertainty and worry, it’s understandable that you and your colleagues may feel anxious, and we must do all we can to support one another and look after our own health and wellbeing.

This wellbeing check-in template will help you to share how you’re feeling, identify what support you may need, and discuss roles and responsibilities during this challenging time.

We want to make sure you have the opportunity to be at your best so that we can put our patients, carers, community and staff at the heart of everything we do.

We care about you. We want to focus on you. We will support you.

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| **Action by staff member:** Please complete this template and have a conversation with your manager in your wellbeing 1-2-1. | |
| **Name:** | **Date:** |

**1. Your health and wellbeing - How are you?**

You could think about:

* Your health and wellbeing – how do you feel?
* Reviewing your health and wellbeing - do you have what you need?
* Your work/life balance.
* What the team culture currently feels like.
* Any actions you want to take to improve your health and wellbeing.

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| Comments… |

**2. Your role - How is work going?**

You could think about:

* Your stand-out moment, something you are proud of.
* Something that your team has achieved.
* Something you’ve learned or improved on.
* Something you’ve found challenging.
* Support you may need from your manager or colleagues.

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| Comments… |

**3. Your personal development and aspirations**

You could think about:

* Reflecting on your learning and development and its impact.
* Updating your personal development plan (PDP).
* Listing the opportunities you have had to learn something new.
* What support or development would help you in your role.
* What you’d like to do more of in your role.

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| Comments… |