

Letter of Intent

The Nebraska Mental Health and Recovery Friendly Workplace Initiative aims to grant more access to mental health and recovery services through businesses. We will provide free trainings on mental health, substance use, and implementing recovery friendly practices into the workplace. Once training is completed a new Recovery Friendly Workplace will receive free marketing assets such as RFW toolkits, stickers, certificates, and more.

Recovery Friendly Workplace Letter of Interest Consent Form

Name of Business/ Organization:

Type of Business:

Number of Employees:

Contact Name:

Title of Contact:

Address: _____ City: _____ State: _____

Zip: _____

Telephone Number: _____

Email Address: _____

Referral Source:

By submitting, you are giving the NE Recovery Friendly Workplace Network permission to file a letter of interest through the Recovery Friendly Workplace initiative and you understand that you will be contacted by the Recovery Friendly Workplace Network regarding next steps in the designation process:

[submit]

After hitting submit individual is taken to capital assessment survey



1. The organization currently offers recovery education and training for employees at all levels.
2. The organization offers an Employee Assistance Program (EAP) that offers behavioral health supports for employees and their family members in need.
3. The organization human resources department or staff have policies in place to address behavioral health issues that arise in the workplace.
4. When reviewing policies and procedures, the organization's human resources department or staff evaluates them from a wellness perspective.
5. The organization has and encourages a non-stigmatizing attitude towards behavioral health concerns.
6. The organization currently offers internal, or through external contracts, peer recovery support services for employees in or seeking recovery.
7. The organization maintains an up-to-date list of prevention, treatment, and recovery support organizations available to employees in their communities.
8. The organization informs all existing employees and new employees of the organizational ATOD policy and procedures.
9. The organization allows for flexible time off for employees to attend recovery support activities and events.
10. The organization has a dedicated staff position that leads recovery supportive programming, social events, and other activities for all employees including those in recovery.



11. The organization has policies in place that promote a successful and non-punitive return to work for employees who engage in behavioral health treatment.
12. The organization has adopted formal workplace protections for employees with a recovery identity or living with a behavioral health disorder.
13. The organizational leadership team understands the importance of creating a psychologically safe environment for all employees.
14. The organization has an employee satisfaction survey that results in changes for the enhancement of the workplace.
15. Do you have a drug testing policy?
 - a. If yes, what is it/ how is it enforced
16. What do you believe are the attitudes around mental health and SUD/ addiction/ recovery in the workplace?
17. What supports do you currently offer to your employees?
 - a. Any incentives they would highlight to candidates would fit here



18. Why do you want to become an RFW?

19. How did you find out about the initiative?

