

# MENTAL HEALTH 101

An Introduction to Mental Health

## PRIVATE TRAINING

Content and Pricing



**What is Mental Health 101?** A general introductory course to mental health, covering common misconceptions, selected mental health diagnoses, how to help yourself or someone else who is experiencing a mental health problem in Hong Kong, and how to look after your mental well-being. This can be delivered as online webinars or face-to-face sessions.

**How does it work?** Email us your preferred date(s) and location, and we will come to you.

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### Mental Health 101 will cover:

- The basics of mental health
- Stigma around mental health
- The spectrum of mental health
- Tips on general wellbeing
- Common Mental Health challenges: Stress, Anxiety and Depression
- 2 case examples
- How to support others
- Who does what: the difference between counselors, psychologists and psychiatrists
- How to get help in Hong Kong

All of our training offerings are delivered by Mind HK Staff or Mental Health Professionals. This training was developed in collaboration with Mental Health First Aid England and City Mental Health Alliance Hong Kong. The minimum age for attendance is 16.

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**Duration of Training:** 90 minutes

**Suggested Donation:** HKD 6000 (60 pax) / HKD 8000 (100 pax)

**Delivery Medium:** Zoom or Face-to-face (a suitable venue with a projector must be provided)

**Language:** Cantonese / English

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We suggest you to take Mental Health 101 prior to taking our Mental Health First Aid certificate standard course, to gain a basic knowledge around mental health.

Reduced rates are available for NGOs. Please email [training@mind.org.hk](mailto:training@mind.org.hk) regarding eligibility.



### About Mind HK

Mind HK is a mental health charity here to ensure no one has to face a mental health problem alone in Hong Kong. Through online resources, training and outreach campaign, our work help awareness of mental health and remove the stigma around it.

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# MANAGING MENTAL HEALTH

## DURING THE COVID-19 OUTBREAK

A 1 hour introductory course

### PRIVATE TRAINING

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#### What is Managing Mental Health During the COVID-19 Outbreak (HK's 5th Wave Edition)?

During the current COVID-19 outbreak, it is normal to feel worried, stressed and anxious when we are faced with uncertain situations as well as trying to adapt to different protection measures and policies. Especially with the 5th wave in Hong Kong, we recognise that more and more of us are experiencing challenges to our mental health that can be difficult. The sooner we acknowledge and learn to take care of our mental health, the healthier and better equipped we will be to cope with the situation we're having to face. This webinar will cover challenges and stressors during this pandemic and cover tips about taking care of our wellbeing.

#### How does it work?

This is designed to be delivered as an online webinar via Zoom. Email us your preferred date(s) and time, and we will come to you.

#### Managing Mental Health During the COVID-19 Outbreak will cover:

- Challenges during the 5th wave of the Covid-19 Pandemic
  - Anxiety and Stress
  - Pandemic Fatigue
  - Loneliness and Depression
  - Grief and Loss
- Supporting Others & Managing Relationships
- Taking Care of our Own Wellbeing
- Helpful Resources

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All of our training offerings are delivered by Mind HK Staff or Mental Health Professionals.

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**Duration of Training:** 60 minutes

**Suggested Donation:** HKD 6000 (60 pax) / HKD 8000 (100 pax)

**Delivery Medium:** Zoom or Face-to-face (a suitable venue with a projector must be provided)

**Language:** Cantonese / English

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# COVID-19 MENTAL HEALTH SUPPORT PROGRAMME - ONLINE WORKSHOPS

3 x 1hour workshops

## PRIVATE TRAINING

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### What is Covid-19 Mental Health Support Programme - Online Workshops?

In response to the increasing mental health impacts of the 5th wave of the pandemic, Mind HK will be offering a programme consisting of 3-workshops, with the aim of equipping individuals with tools and techniques to support them with managing their wellbeing during the pandemic.

### How does it work?

This is designed to be delivered as an online workshops via Zoom. Email us your preferred date(s) and time, and we will come to you.

### Managing Mental Health During the COVID-19 Outbreak will cover:

- 1st session - Managing Stress (part 1)
  - Identifying personal challenges of the pandemic
  - Assessing your own mental health
  - Strategies for managing stress & uncertainty
- 2nd session - Managing Stress (part 2)
  - Managing exposure to news
  - Staying connected
  - Looking after your physical health
  - Effective ways to spend time
  - Identifying strengths/Self-compassion
- 3rd session - Looking after your mood
  - Behavioral strategies for preventing low mood
  - Tapping into our values
  - Activity scheduling

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All of our training offerings are delivered by Mind HK Staff or Mental Health Professionals. And we recommend participants attend all 3 sessions to maximize learning and to get the most out of each workshop.

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**Duration of Training:** 3 x 1hr sessions

**Suggested Donation:** HKD24000 (40pax)

**Delivery Medium:** Zoom or Face-to-face (a suitable venue with a projector must be provided)

**Language:** Cantonese / English

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# MANAGING MENTAL HEALTH

## DURING THE COVID-19 OUTBREAK FOR NGO STAFF

A 2 hours introductory course

### PRIVATE TRAINING

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#### What is Managing Mental Health During the COVID-19 Outbreak for NGO staff?

The COVID-19 pandemic has caused widespread decline in mental health, particularly affecting those from vulnerable groups and those from Hong Kong's most marginalised communities. For those of us that support and work with vulnerable groups, who already have to face a unique set of challenges, the pandemic has undoubtedly caused additional strain and pressure in supporting individuals to manage these stressful circumstances. The aim of these training sessions are to increase awareness of mental health, particularly during COVID-19, so that staff can feel better equipped to support the populations that they serve.

**How does it work?** Email us your preferred date(s) and time, and we will come to you.

#### Managing Mental Health During the COVID-19 Outbreak for NGO staff will cover:

- General introduction to mental health
  - Stress
  - Anxiety
  - Depression
- Mental Health Challenges during COVID-19
- Supporting People who are Vulnerable during COVID-19
  - Challenges of working with vulnerable populations
  - Supporting you to support others
- Taking Care of our own Wellbeing
- Helpful Resources

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All of our training offerings are delivered by Mind HK Staff or Mental Health Professionals.

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**Duration of Training:** 120 minutes

**Suggested Donation:** Please speak with our training team to learn more.

**Delivery Medium:** Zoom or Face-to-face (a suitable venue with a projector must be provided)

**Language:** Cantonese / English

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# LGBTQ+ MENTAL HEALTH WORKSHOP

## - PROUDLY RESILIENT

A 1.5 hours introductory course

### PRIVATE TRAINING

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#### What is LGBTQ+ Mental Health Workshop - Proudly Resilient?

Understanding that the LGBTQ+ community faces added stressors that may impact their mental health, Mind HK developed a 1.5 hours workshop focused on LGBTQ+ mental health and how to maintain positive mental health through challenging times. If you identify yourself as LGBTQ+ and want to learn more about the unique challenges the community is facing this is the workshop for you. The workshop includes case examples and interactive discussions all designed to expand your understanding of you own mental health and building resilience.

#### How does it work?

Email us your preferred date(s) and time, and we will come to you.

#### LGBTQ+ Mental Health Workshop - Proudly Resilient will cover:

- What impacts LGBTQ+ mental health
- Common mental health challenges faced by the LGBTQ+ community, along with signs and symptoms
- How to maintain positive mental health
- Seeking help as LGBTQ+

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All of our training offerings are delivered by Mind HK Staff or Mental Health Professionals.

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**Duration of Training:** 90 minutes

**Suggested Donation:** HKD12,000 (40pax)

**Delivery Medium:** Zoom or Face-to-face (a suitable venue with a projector must be provided)

**Language:** Cantonese / English

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# LGBTQ+ MENTAL HEALTH WORKSHOP

- RESILIENCE ALLY

A 1 hour workshop

## PRIVATE TRAINING

Content and Pricing



### What is LGBTQ+ Mental Health Workshop - Resilience Ally?

Understanding that the LGBTQ+ community faces added stressors that may impact their mental health Mind HK developed a 1 hour workshop focused on how to be an effective mental health ally to the community. This workshop is for anyone who wants to be an ally to the LGBTQ+ community.

### How does it work?

Email us your preferred date(s) and time, and we will come to you.

### LGBTQ+ Mental Health Workshop - Resilience Ally will cover:

- What impacts LGBTQ+ mental health
- Common mental health challenges faced by the LGBTQ+ community
- How to identify someone who may be struggling, and how to best support them
- How to support the LGBTQ+ community from a mental health perspective

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All of our training offerings are delivered by Mind HK Staff or Mental Health Professionals.

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**Duration of Training:** 60 minutes

**Suggested Donation:** HKD10,000 (40pax)

**Delivery Medium:** Zoom or Face-to-face (a suitable venue with a projector must be provided)

**Language:** Cantonese / English

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# MANAGING MENTAL HEALTH IN THE WORKPLACE

A 2 hours workshop

## PRIVATE TRAINING

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### What is “Managing mental health in the workplace”?

An introductory training session on mental health, with a focus on workplace specific issues. This training provides an introduction to some of the important ideas relevant to mental health, educating attendees about the most common mental health problems and how they affect the workplace. The training also covers how to help yourself or someone else who is experiencing a mental health problem, generally and in the workplace.

**How does it work?** This session can be offered as a private training that is tailored to one organisation, or as a public training for a number of small companies. This can be delivered as online workshops or face-to-face sessions. Please get in touch with us ([training@mind.org.hk](mailto:training@mind.org.hk)) to discuss your requirements further.

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### Mental health in the workplace will cover:

- A general introduction to mental health and wellbeing, with reference to the workplace
- An introduction to common mental health problems
- Stigma surrounding mental health problems and how to combat this in the workplace
- How to recognise when people need help with their mental health
- How you can help yourself and others in Hong Kong
- Some of the key factors that are relevant to Hong Kong's workplaces
- How to disclose a mental health problem at work and what to consider when doing so
- How managers can support their staff to maintain good mental health and handle mental health problems at work
- How to have an effective conversation about mental health in the workplace

The training also includes case studies to illustrate how the common mental health problems can appear and how they can affect peoples' functioning and work and at home. All of our training offerings are delivered by Mind HK Staff or by Mental Health Professionals. This training was developed in collaboration with the City Mental Health Alliance (CMHA) Hong Kong, CMHA London, Black Dog Institute, Mind UK and Time to Change UK.

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**Duration of Training:** 120 minutes

**Suggested Donation:** HKD 16,000 (40pax)

**Delivery Medium:** Zoom or Face-to-face (a suitable venue with a projector must be provided)

**Language:** English

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# STANDARD MENTAL HEALTH FIRST AID

A 12 hours international certification course

## PRIVATE TRAINING

Content and Pricing



**What is MHFA?** An internationally recognised and accredited qualification. Just like physical health first aid, mental health first aid teaches practical ways to manage mental health symptoms and crises. Participants will gain a sound knowledge of a wide range of mental health diagnoses, ways to assess and directly help those experiencing a mental health problem, and how to effectively refer them to further support.

**How does it work?** Email us your preferred dates and location, and we will come to you. The course can be delivered face-to-face or online.

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### Mental Health First Aid (MHFA) will cover:

- Basic knowledge about common mental health problems and related crisis situations
- What you can provide as a lay person and when to get help
- MHFA Action Plans
- Intervening and managing mental health emergencies as a first responder
  - Panic attacks
  - Suicide
  - Self-harm
  - Addictions
- Identify the resources available in the local community

Completion of this MHFA training will lead to being internationally certified in MHFA. A certificate will be awarded to participants with FULL attendance. All of our trainings are delivered by Mind HK staff or Mental Health Professionals. The minimum age for attendance is 18. Mind HK is licensed to deliver MHFA in Hong Kong, China and Macau.

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#### **Face-to-Face Delivery**

**Duration of Training:** 12 hours

**Number of Attendees:** 24 pax

**Suggested Donation:** HKD 28,000

**Venue:** Lecture/theatre style (a suitable venue with a projector must be provided or covered)

**Language:** Cantonese / English

#### **Online Delivery**

**Duration of Training:**

7hrs online self-learning + 2 x 2.5hrs Zoom

**Number of Attendees:** 15 pax

**Suggested Donation:** HKD 20,000

**Delivery Medium:** Online platform + Zoom

**Language:** Cantonese / English

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We suggest you to take Mental Health 101 prior to taking our Mental Health First Aid certificate standard course, to gain a basic knowledge around mental health.

Reduced rates are available for NGOs. Please email [training@mind.org.hk](mailto:training@mind.org.hk) regarding eligibility.



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# YOUTH MENTAL HEALTH FIRST AID

A 14 hours international certification course

## PRIVATE TRAINING

Content and Pricing



**What is Youth MHFA?** An internationally recognised and accredited qualification. Just like physical health first aid, mental health first aid teaches practical ways to manage mental health symptoms and crises. Participants will gain a sound knowledge of a wide range of common mental health diagnoses in the youth population, ways to assess and directly help those experiencing a mental health problem, and how to effectively refer them to further support.

**Who is Youth MHFA course suitable for?** This course is suitable for people who care about young people, such as social workers, parents, teachers, people with work needs or other interested parties.

**How does it work?** Email us your preferred dates and location, and we will come to you.

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### Youth Mental Health First Aid (MHFA) will cover:

- Basic knowledge of common mental health problems in our youth population and related crisis situations (anxiety disorders, eating disorders, depression, substance abuse, psychosis etc.).
- What you can provide as a lay person and when to seek professional help
- MHFA Action Plans
- Intervening and managing mental health emergencies as a first responder
  - Panic Raid
  - Suicide
  - Self harm
  - Addiction
- Identify the resources available in the local community

Completion of this Youth MHFA training will lead to being internationally certified in Youth MHFA. A certificate will be awarded to participants with FULL attendance. All of our trainings are delivered by Mind HK staff or Mental Health Professionals. The minimum age for attendance is 18. Mind HK is licensed to deliver MHFA in Hong Kong, China and Macau.

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**Duration of Training:** 14 hours

**Number of Attendees:** 24 pax

**Suggested Donation:** HKD 28,000

**Delivery Medium:** Face-to-face only

Lecture/theatre style (a suitable venue with a projector must be provided or covered)

**Language:** Cantonese / English

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# TRAINING COURSE

## TERMS AND CONDITIONS



Mind Mental Health Hong Kong Limited, whose registered office is at Unit B, 18/F, One Capital Place, Wanchai, Hong Kong ("the Supplier" or "Mind HK") has agreed to provide a training session(s) ("the Services") to the Client. The Supplier or the Client shall be individually referred to as a "Party" and, collectively as the "Parties".

The Client has hereby read and understood and accepts the following Terms and Conditions and this Terms and Conditions shall be effective until the completion of the Services.

### 1. Scope of Work

The Services shall be delivered at the agreed training location / online platform as confirmed by both Parties in a separate confirmation document/email. The Client agrees to provide the necessary equipment and facilities to conduct the training unless agreed otherwise.

### 2. Specifications and Pricing

Upon confirmation of the scheduled training session, the Client shall settle the total fee in full within ten (10) Business Days from the date of receipt of the relevant invoice to be issued by the Supplier. In the event that the Client fails to settle any amount fall due in connection with the Services as specified in the invoice, the Supplier shall have the right to: (a) not provide the Services without any liability on its part; or (b) immediately suspend any further delivery of the Services, until the amount falls due is made.

Each Party involved shall be responsible for its own tax obligations resulting from the performance of obligations arising in connection with this Terms and Conditions.

### 3. Postponement and Cancellation

#### 3.1 Postponement

The Client may request, in writing, to postpone any training session(s). Any postponement shall be rescheduled within two months from the date of the Postponement Notice, subject to availability.

For any postponement, an administration fee as per the table below shall be strictly applied.

Date of receipt of Postponement Notice by the Supplier	Administration fee payable by the Client
More than 10 Business Days before the agreed date of delivery of the relevant training session	HK\$500 per session
Less than 10 Business Days before the agreed date of delivery of the relevant training session	HK\$1,000 per session

# TRAINING COURSE

## TERMS AND CONDITIONS



### 3.2 Cancellation

The Client may request the cancellation of any training session(s) in advance of any confirmed training delivery date(s) by giving the Supplier a written notice (within 7 days prior written notice). A refund of the training fee will be made to the Client, subject to a charge of HKD\$1000per cancelled training session.

If unforeseen circumstances cause the Supplier to cancel a training session, the Client will be informed as soon as possible, and a full training fee for any unrendered Services paid will be refunded.

### 3.3 Consequence of Force Majeure Event

3.3.1 Neither the Client nor the Supplier shall be considered in breach of this Terms and Conditions to the extent that performance of their respective obligations (excluding payment obligations unless agreed otherwise by the Supplier) is prevented by an Event of Force Majeure (see item 1.3.3 below).

3.3.2 The Party (the "Affected Party") prevented from carrying out its obligations hereunder shall give notice to the other Party of an Event of Force Majeure upon it being foreseen by, or becoming known to, the Affected Party.

3.3.3 "Force Majeure Event" means the occurrence of:

- (a) fire, disease, pandemic, earthquakes, lightning, typhoon, floods, droughts or such other extreme weather or environmental conditions, unanticipated geological or ground conditions, epidemic, famine, plague or other natural calamities and acts of God;
- (b) acts of war (whether declared or undeclared), invasion, acts of terrorists, blockade, embargo, riot, public disorder, violent demonstrations, insurrection, rebellion, civil commotion and sabotage; or
- (c) strikes, lockouts, work stoppage, labour disputes, and such other industrial action by workers related to or in response to the terms and conditions of employment of those workers or others with whom they are affiliated save, when such event is directly related to, or in direct response to any employment policy or practice (with respect to wages or otherwise) of the party whose workers resort to such action,
- (d) in the event of weather warning signals (typhoon and/or rainstorm warnings). Specifically:

- a. Amber or Red Rainstorm Warning signals: in the event an Amber or Red Rainstorm Warning signal is hoisted, all scheduled sessions will continue unaffected.
- b. Black Rainstorm Warning signals: in the event of a Black Rainstorm Warning signal being hoisted all scheduled training will be cancelled in the interest of health and safety.
- c. Typhoon 1 or 3 Warning signals: in the event a Typhoon 1 or 3 Warning signal is hoisted, all scheduled sessions will continue unaffected.
- d. Typhoon 8 or above Warning signals: in the event of a Typhoon 8 or above Warning signal is being hoisted all scheduled training will be cancelled in the interest of health and safety.

3.3.4 In the event that any postponement or cancellation is caused by the occurrence of any Force Majeure Event, no administration fee will be charged for such postponement and cancellation. In all cases, Mind HK reserves the right to make the final decision regarding rescheduling.

### 4. Termination

The Client may terminate this Terms and Conditions at any time in the event that the Supplier is in breach of any of the items within the Terms and Conditions. In the event of termination, payments shall be made by the Client to the Supplier for all work performed and costs incurred up to the date of termination.

# TRAINING COURSE

## TERMS AND CONDITIONS



### 5. Additional Terms

1. Each of the Client and the Supplier is duly incorporated in its relevant jurisdictions and has obtained all necessary approvals and consents for the transactions under the Terms and Conditions.
2. Mind HK owns the intellectual property rights and copyrights (as the case may be) of all training content and materials ("Training Materials") delivered by it or its authorized representatives or trainers. Each of its authorized representatives and trainers reserves the right to monitor, adjust, edit or remove any content of the Training Materials as he/she thinks fit, without notice.
3. Training logistics. To ensure the quality of the training and smooth delivery of the same, details of the training session, Training Materials, scheduling, and logistics shall be discussed, finalised and agreed between the Parties with confirmation prior to the day of the training sessions. Kindly note that provision of a trial run to the Client prior to the official training session cannot be guaranteed.
4. Confidentiality. If Mind HK or its employees receive from or become aware of any non-public information relating to the Client, its affiliates or their respective businesses, affairs or staff ("Confidential Information"), Mind HK shall protect the confidentiality of such information and shall not use such information for its own profit or disclose such information to any third party unless required by law, a court or government authority. Upon request by the Client, Mind HK shall promptly return or destroy (as directed by the Client) all Confidential Information. This Clause shall survive the expiry or termination of this Terms and Conditions.
5. Mind HK training courses. All training courses provided to the Client by Mind HK are standardized training programmes that have been designed and approved by the clinician team of Mind HK.
6. Limitation. Mind HK is liable to you under this Terms and Conditions for loss or damage up to the Total Fee to which Mind HK have contributed and shall indemnify the Client for any loss of profit, goodwill or any consequential, incidental, indirect, punitive or special damages caused by our gross negligence up to the Total Fee.
7. Right to Use. Subject to prior consent by Mind HK, the Training Materials used by Mind HK at any of its events (which included but not limited to training courses, sessions, and seminars) shall only be used by the participants thereof. Mind HK training courses may be attended by the employees of the Client or its affiliates.
8. Third Party Right. This Terms and Conditions is intended to be enforceable by each affiliate of the Client by virtue of the Contracts (Rights of Third Parties) Ordinance (Cap 623 of the Laws of Hong Kong), provided that the Terms and Conditions may be rescinded or varied in any way as mutually agreed by the Parties to the Terms and Conditions pursuant to the terms hereunder and at any time without the consent of any such affiliate.
9. Variation. No variation of the Terms and Conditions shall be effective unless in writing and signed by or on behalf of each of the Client and the Supplier.
10. Severability. Any provision of the Terms and Conditions which is unlawful or unenforceable under any applicable law shall be severed from this Agreement and, to the extent required by such law, rendered ineffective so far as is possible without modifying or affecting validity or enforceability of the remaining provisions of the Terms and Conditions. Where, however, the provisions of any such applicable law may be waived, they are hereby waived by the Parties to the fullest extent permitted by such law to the effect that this Terms and Conditions shall be and remain in full force and effect to the fullest extent permitted by law.
11. Independent Contractor. Mind HK shall perform the Service as an independent contractor and not as employee, agent, partner or joint venture with the Client.
12. Logo or Name. The Client shall not use or make reference to Mind HK's name, logos or trademark without its prior written consent.
13. Compliance with Laws. Mind HK hereby undertakes to comply with the requirements of all applicable laws in Hong Kong including those governing the use of data protection, personal information, anti-bribery, anti-money laundering and anti-terrorists laws.
14. No assignment and no subcontracting. Neither Party herein may assign the Terms and Conditions without the other's written consent. Mind HK may not subcontract its obligations under the Terms and Conditions without the Client's prior written consent.
15. Governing Law and Jurisdiction. The Terms and Conditions listed shall be governed and construed in accordance with the laws of the Hong Kong and the Parties hereto consent to submit to the exclusive jurisdiction of the courts in Hong Kong.