

***This is a draft version of the workbook
and is subject to further change.
Please do not circulate beyond your
team.***



Compassionate Employers

CHAPTER 4- Worksheet: team conversation

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Worksheet: team conversation

HALT framework

When working in busy hospice settings, we are often really great at supporting others. So much so it can be hard to find time to think about our own needs or even know what we need ourselves.

HALT is a simple way to check in our basic needs. Originating in substance abuse recovery programmes¹, HALT helps us to stop before we act, ask ourselves what it is we need right now and prioritise listening to that need.

Consider if this is a model that could be used across your teams.

Important note!

Group reflection guidance

To facilitate this activity safely ensure that:

- Participation is voluntary.
- No one is expected to disclose personal trauma, bereavement, mental health experiences or private circumstances.
- Confidentiality expectations are agreed at the start.
- Managers do not use reflective worksheets as performance management evidence.
- Teams agree what can remain within the group and what may need to be escalated for safety or support.
- A facilitator is identified for more sensitive discussions.



Group reflection: Take a moment to pause and think...

H	Hungry Am I hungry? When did I last eat? How can I prevent myself becoming too hungry next time?
A	Angry How am I feeling? What am I finding frustrating? Where is this feeling coming from? How can I healthily express and respond to this feeling?
L	Lonely Am I feeling disconnected? When did I last speak to someone I care about? Who can I speak to who feels safe?
T	Tired Am I too tired? How well did I sleep? When did I last sleep? How can I prioritise rest?

Adapted from TIP #65: Counselling Approaches to Promote Recovery from Problematic Substance Use and Related Issues¹

Notes:

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References

1. Substance Abuse and Mental Health Services Administration. Counseling approaches to promote recovery from problematic substance use and related issues. (Treatment Improvement Protocol (TIP) Series, No. 65.) Rockville (MD): Substance Abuse and Mental Health Services Administration (US); 2023. Available from: <https://www.ncbi.nlm.nih.gov/books/NBK601482/>

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