Psychologically Healthy and Safe Workplaces
Workplace assessment questionnaire

Question:	

1. Does your organization create an environment that is supportive of employees' psychological health and respond to concerns appropriately?

Yes ☐ No ☐   Comments:

Definition: Environment where coworkers and supervisors are supportive of employees' psychological and mental health concerns, and respond appropriately.

Outcomes: Increased job attachment, commitment, satisfaction and involvement; improved retention; enhanced productivity; reduced incidents and injuries.

2. Does your organization describe its workplace environment as having a culture that is trusting, honest and fair to all employees?

Yes ☐ No ☐   Comments:

Definition: Common set of values, beliefs, meanings and expectations employees hold in common within an organization and use as behavioral or problem solving-cues.

Outcomes: Cooperative behavior; employee loyalty; positive work environment; enhanced well-being.

3. Does your organization support employees' understanding of how their work contributes to the organization's success and set clear expectations of what they need to do and how they are to achieve it?

Yes ☐ No ☐   Comments:

Definition: Effective leadership and support that helps employees know what they need to do, how their work contributes to the organization and how to overcome change.

Outcomes: Increased morale, resiliency and trust; decreased employee frustration and conflict; reduced absenteeism.

4. Does your organization have processes in place for open and respectful interactions and have systems in place to support education around facilitating these interactions?

Yes ☐ No ☐   Comments:

Definition: Work environments where employees are respectful and considerate in their interactions with those associated with the workplace.

Outcomes: Enhanced supervisor-staff relationships; high work satisfaction; low turnover and absenteeism.

5. Does your organization consider interpersonal and emotional abilities when considering assignments for positions?

Yes ☐ No ☐   Comments:

Definition: Psychological demands are assessed in conjunction with the physical demands to help determine whether activities might be a hazard to the worker's health and well-being.

Outcomes: Fewer health complaints; enhanced performance; job satisfaction; employee retention; lower depression; greater self-esteem.

6. Does your organization support further development of employee skills related to required duties of the job?

Yes ☐ No ☐   Comments:

Definition: Work environment where employees receive encouragement and support in the development of their interpersonal, emotional and job skills

Outcomes: Improved learning and growth plans; personal and interpersonal skills development.

7. Does your organization have an established and effective recognition and reward system? If yes, what is your reward system tied to?

Yes ☐ No ☐ Comments: _____
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Definition: Employees receiving appropriate recognition and reward have more energy, enthusiasm and a greater sense of participation in their work.

Outcomes: Increased employee motivation; enhanced team/ department success; employees exceeding expectations.

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8. Does your organization promote engagement of their employees when making changes with respect to work processes and their impact?

Yes ☐ No ☐ Comments: _____
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Definition: Work environments where workers are included in discussions about how their work is done and how important decisions are made

Outcomes: Higher morale; organizational pride; enhanced innovation; organizational commitment.

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9. Does your organization have processes in place to manage the balance between required workload and available time?

Yes ☐ No ☐ Comments: _____
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Definition: Work environments where tasks and responsibilities can be accomplished successfully within the time available

Outcomes: job demand level matched to decision-making ability; increased job satisfaction; positive coping behaviors

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10. Does your organization measure employee engagement? If no, what is the barrier?

Yes ☐ No ☐ Comments: _____
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Definition: Where employees enjoy and feel connected to their work and are motivated to do their job well

Outcomes: Enhanced task performance; greater morale/ motivation; organizationally aligned behaviors

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11. Does your organization recognize the importance of work-life balance? If yes, how?

Yes ☐ No ☐ Comments: _____
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Definition: A state of well-being that allows a person to effectively manage multiple responsibilities at work, at home and in their community.

Outcomes: Reduced stress spill over; greater sense of control; increased concentration and confidence; feeling valued.

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12. Does your organization promote a culture of open and safe communication?

Yes ☐ No ☐ Comments: _____
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Definition: Work environment where employees feel safe to ask questions, seek feedback, report mistakes/ problems or propose ideas without fearing negative consequences.

Outcomes: Demonstrated job satisfaction; improved morale and engagement; increased performance; fewer grievances and conflicts.

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13. Does your organization have a process in place to protect the physical safety of employees?

Yes ☐ No ☐ Comments: _____
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Definition: Work environment that takes steps to protect the physical safety of employees through policies, training, process and concern for physical safety.

Outcomes: Reduced hazards; improved response to incidents; greater engagement.