

This simple tool is designed to give you an overview of the foundational components of a workplace psychological health & safety (PH&S) system. The goal is to help you identify your strengths and potential gaps your business might have specific to workplace mental health. This tool also aligns with WorkSafe BC's framework: [Psychological health and safety: A framework for success.](#)

How to use this Pulse Check

1. Review the sections on existing resources and on PH&S categories within the checklist on the following pages; Use the “**Status**” checkboxes to indicate the current status of each within your workplace.
2. If you have any questions regarding the Pulse Check, please connect with one of our Mental Health & Psychological Safety Consultants at mentalhealth@go2hr.ca
3. Once you have completed this Pulse Check, connect with one of our [Mental Health & Psychological Safety Consultants](#) to schedule a 1:1 consultation (at no cost). Your Mental Health & Psychological Safety Consultant will meet with you to review and discuss the results of your self-assessment and work with you to identify priorities and develop a plan to address gaps and opportunities, based on the needs of your business.

Next Steps

Once you have completed this Pulse Check: if your responses included a majority of “in place, documented”, congratulations! You are well on your way to having a psychologically healthy and safe workplace.

If your responses included mostly “in place, not documented”, “implemented, needs improvement” or “needs support” areas, good news! You're not alone. You are running a successful business so you likely already have a lot of things in place, you may just not realize it! A quick call with one of our Mental Health & Psychological Safety Consultants can help you assess priorities and establish manageable and meaningful next steps that you can take towards building and formalizing PH&S in your workplace.

Other Resources

[People Working Well Training](#) - FREE, online Workplace Mental Health courses for front line workers and leaders in BC's Tourism and Hospitality industry.

PH&S Pulse Check	Status (✓)				
Existing Resources	In Place & Documented	In Place & Not Documented	Needs Support	Not Applicable	Enter your notes or questions for your Mental Health & Psychological Safety Consultant in this section
Leadership commitment to PH&S (workplace mental health)					
Policy statement including PH&S as a core value					
Accommodation and return to work policy incorporate mental health (HR policies and processes)					
Employee/HR policies are in place that support work-life balance (e.g. staff scheduling, vacation, sick days, etc.)					
Crisis response policy or processes					
Policies consider the unique needs of diverse populations and solicit their input including stigma reduction strategies. (Equity, Diversity & Inclusion (EDI) policies included in HR and onboarding documents)					
PH&S is incorporated Health & Safety processes such as hazard identification and JHSC meetings					
Mental Health Champions and/or Health & Safety Champions					
EAP and/or community employee mental health resources available					
Leadership / Management mental health awareness and skills training					
Worker mental health awareness training					

PH&S Pulse Check	Status (✓)				
Existing Resources	Implemented & Doing Well	Implemented & Needs Improvement	Needs Support	Not in Place	Enter your notes or questions for your Mental Health & Psychological Safety Consultant in this section
<p>Healthy Life / Work Balance (Watch this short video for definition) - Positive indicators include flexibility, breaks, work planning, pace of work, reasonable deadlines, work schedules shared in advance.</p>					
<p>Reasonable Job Demands (Watch this short video for definition) - Positive indicators include training on clear communication, involving workers in workload management, continuous improvement, job design, clear role expectations that are reasonable and matched to skills.</p>					
<p>Being Valued and Respected (Watch this short video for definition) - Positive indicators include employees speaking up, sharing ideas, common understanding of civility and respect, recognition.</p>					
<p>Challenging and Engaging Work (Watch this short video for definition) - Positive indicators include belief in the work, intellectual, interesting, strong relationship with co-workers, connection between worker to the importance of their role.</p>					
<p>Feeling Safe at Work (Watch this short video for definition) - Positive indicators include preventing discrimination and harassment. Safe to bring up issues and admit mistakes, can voice ideas against the norm, value honesty, respect, trust and open communications.</p>					
<p>Growth and Development (Watch this short video for definition) - Positive indicators include recognition and opportunities for development, including mentorship, training, job shadowing and career development plans. Giving and receiving feedback.</p>					

Connect with one of our [Mental Health & Psychological Safety Consultants](#) to schedule a 1:1 consultation (at no cost) to review your results and discuss next steps.