

## GM@W Organizational Review Worksheet

### PF1: PSYCHOLOGICAL SUPPORT

**OBJECTIVE:** A work environment where coworkers and supervisors are supportive of employees' psychological and mental health concerns, and respond appropriately as needed.

#### What are the benefits of effectively addressing Psychological Support?

- ✓ Improved overall psychological health of employees
- ✓ Increased productivity
- ✓ Reduced costs from work absence (e.g., sick time, disability costs)
- ✓ Successful/sustainable return-to-work

#### What information may be helpful to refer to or collect?

- ✎ Absenteeism/leave data (e.g., sick leave, short- and long-term disability duration and rates)
- ✎ Data on costs, reasons and rates for benefits utilization (e.g., on psychiatric drug prescriptions, Employee and Family Assistance Programs [EFAP], psychologists or other regulated mental health professionals), including comparison to previous years
- ✎ Existing employee survey data (e.g., on stress/mental health concerns)
- ✎ Return-to-work and accommodation policies and procedures

#### How would you describe your workplace/work unit? *(select all that apply; this will help you answer questions below)*

##### Mental Health Awareness

- Supervisors/managers trained to identify and/or support employees with mental health concerns
- Employees provided with education and/or information on mental health issues

##### Employee Benefits

- Access to psychologists or other regulated mental health professionals
- Employee and Family Assistance Programs
- Prescription drugs
- Short-term disability
- Long-term disability

Return-to-Work/Accommodation

- Policies to assist employees who remain at work while dealing with mental health problems
- Regular communication with off-work employees
- Formal return-to-work policies and programs

	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
Please answer the questions below with respect to your workplace:	4	3	2	1
1. Our workplace offers services or benefits that adequately address employee psychological and mental health.				
2. Our supervisors would say or do something helpful if an employee looked distressed while at work.				
3. Employees feel supported in our workplace when they are dealing with personal or family issues.				
4. Our workplace supports employees who are returning to work after time off due to a mental health condition.				
5. People in our workplace have a good understanding of the importance of employee mental health.				

PF1 GM@W Organizational Review Score (from above): \_\_\_\_\_ (5 to 20)

PF1 GM@W Survey Score (if applicable, from the GM@W Survey Results): \_\_\_\_\_ (5 to 20)

**Serious Concerns = 5 to 9**   **Significant Concerns = 10 to 13**   **Minimal Concerns\* = 14 to 16**   **Relative Strengths\*\* = 17 to 20**

\* Although this is a Minimal Concern, it is important to attend to it and review the GM@W Organizational Review Results and the GM@W Survey Results for any additional or individual-identified areas of concern.

\*\* Although this is a Relative Strength, it is important to review the GM@W Organizational Review Results and the GM@W Survey Results for any additional or individual-identified areas of concern.

If there is a difference between the GM@W Organizational Review Score and the GM@W Survey Score, what may be contributing to the difference (e.g., lack of knowledge or understanding, communication gaps)?

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Do issues related to Psychological Support present a greater risk to particular groups of employees (e.g., new employees, certain jobs, shift workers, etc.)?

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What are the strengths in your workplace in terms of Psychological Support (e.g., what do you do well, what should you continue doing)?

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What could your workplace do to improve in this area (e.g., what could you do more of, what could you do less of)?

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Is further action required?  YES  NO

If YES, see *GM@W Suggested Responses: PF1*