

Workplace Psych Safety

workplacepsychsafety.au | Registered Psychologist (AHPRA) | Tasmania, Australia

Are You Managing Your Psychosocial Hazards?

A Practical Checklist for Employers

Under the Work Health and Safety Act and the Safe Work Australia *Model Code of Practice on Managing Psychosocial Hazards at Work*, employers have a legal duty to proactively identify and control psychosocial hazards — the same way they manage physical ones. Use this checklist to assess where your organisation currently stands.

1. Have you identified your hazards?

- ☐ Conducted a psychosocial hazard identification process in the past 2 years
- ☐ Surveyed employees about their experience of work-related psychological risks
- ☐ Reviewed workers' compensation claims data for psychological injury trends
- ☐ Examined grievance, complaint, and incident data for psychosocial indicators
- ☐ Consulted with health and safety representatives about hazard concerns

2. Have you assessed the risks?

- ☐ Assessed the likelihood and severity of harm from identified hazards
- ☐ Considered which worker groups are most exposed
- ☐ Documented risk assessment findings
- ☐ Engaged workers and their representatives in the risk assessment process

3. Have you implemented controls?

- ☐ Controls are in place that address the source of hazards (not just individual coping)
- ☐ Performance management processes have been reviewed for psychosocial risk
- ☐ Clear policies exist on workplace bullying, harassment, and unreasonable behaviour
- ☐ Leaders have received training on psychological safety and their WHS obligations
- ☐ Job demands, role clarity, and workload are actively monitored

4. Do you have systems to review and respond?

- A confidential reporting mechanism for psychosocial concerns exists
- Reported concerns are investigated and actioned in a timely way
- Psychosocial controls are reviewed at least annually
- Early intervention is in place for workers showing signs of psychological distress
- Return-to-work processes support psychological injury, not just physical injury

Scoring Guide

16–20 ticked	Strong foundation — focus on continuous improvement and culture.
10–15 ticked	Moderate exposure — targeted action needed in unchecked areas.
Under 10 ticked	Significant legal and organisational risk — seek specialist advice.

This checklist is a screening tool only and does not constitute a formal WHS audit. For a comprehensive psychosocial risk assessment, contact Workplace Psych Safety at workplacepsychsafety.au