Workplace Stress Risk Assessment

ThinkVision Solutions Inc / 17 May 2023 / Martha Hewitt

Complete

Score	60.61%	Flagged items	13	Actions	3

Client / Site	ThinkVision Solutions Inc
Location	Pleasant, KS, USA (37.6156909, -97.1144039)
Conducted on	17.05.2023 10:57 PST
Prepared by	Martha Hewitt

Flagged items & Actions

Flagged items

13 flagged, 3 actions

Audit / Work Demands

Is there consistency and clarity in the job role?

No

To Do | Priority **Medium** | Due 24.05.2023 10:58 PST | Created by **SafetyCulture Staff**

Adjust work patterns to cope with peaks.

- Work patterns need to be fair and agreed upon with employees.
- If people are 'under loaded', think about additional tasks / responsibilities.
- Develop personal work plans to ensure that staff know what their job involves.

Audit / Work Demands

Do the employees feel that they are kept informed about current business needs/ developments/reasons for some actions taken?

No

Some employees feel that the company is not being transparent with business developments, needs, and reasons.

Audit / Control

Do staff feel that they are involved in deciding what work they do, and when and how they do it?

No

Employees feel their work is too structured and they must follow accordingly.

To Do | Priority **Medium** | Due 24.05.2023 11:00 PST | Created by **SafetyCulture Staff**

Consider giving staff more control over their work.

Do this by enabling them to plan their own work and make decisions on how their work should be completed.

Audit / Control

Is the work repetitive?

Yes

To Do | Priority **Medium** | Due 24.05.2023 11:00 PST | Created by **SafetyCulture Staff**

Task rotation for team members

Audit / Control

Do the staff have a variety of activities to complete?

No

Consider making the tasks varied if repetitive to make the day more interesting.

Audit / Control

Is the working time flexible?

No

This is not a company policy as of the moment.

Audit / Control

Do staff feel that their skills are being used appropriately?

No

Audit / Control

Do staff feel that they are encouraged to use it?

No

Audit / Control

Do staff feel that they are considered when planning the work?

No

Audit / Support

Do staff feel they are being offered adequate managerial support with new work issues, everyday work issues or personal issues if needed?

No

Audit / Support

Do staff feel that you support a healthy work/life balance?

No

Audit / Relationships

There are no problems with bullying/harassment?

No

Audit / Relationships

Does the employee feel that the organization as a whole (managers and colleagues) are caring/trusting?

No

Other actions   0 actions

Audit	13 flagged, 3 actions, 60.61%

Work Demands

2 flagged, 1 action, 71.43%

Are staff comfortable with the amount of work?	Yes
Are these timescales for workload too much?	No
Is the intensity of the workload too great for individuals?	No

Majority of the individuals seem to wing it

Is there consistency and clarity in the job role?	No

To Do | Priority Medium | Due 24.05.2023 10:58 PST | Created by SafetyCulture Staff

Adjust work patterns to cope with peaks.

- Work patterns need to be fair and agreed upon with employees.
- If people are 'under loaded', think about additional tasks / responsibilities.
- Develop personal work plans to ensure that staff know what their job involves.

Have they received appropriate training in order that they can do the role effectively?	Yes
Do employees feel comfortable in raising concerns?	Yes
Do the employees feel that they are kept informed about current business needs/ developments/reasons for some actions taken?	No

Some employees feel that the company is not being transparent with business developments, needs, and reasons.

Are there any issues regarding the work environment that is impacting on how effectively employees can do their role?	N/A

Will follow up on this

Control

7 flagged, 2 actions, 41.67%

Do staff feel that they are involved in deciding what work they do, and when and how they do it?	No

Employees feel their work is too structured and they must follow accordingly.

To Do | Priority Medium | Due 24.05.2023 11:00 PST | Created by SafetyCulture Staff

Consider giving staff more control over their work.

Do this by enabling them to plan their own work and make decisions on how their work should be completed.

Is the work repetitive?	Yes

Task rotation for team members

Do the staff have a variety of activities to complete?	No

Consider making the tasks varied if repetitive to make the day more interesting.

Is the working time flexible?	No

This is not a company policy as of the moment.

Can staff decide when to take breaks?	Yes
Do staff feel that their skills are being used appropriately?	No
Is there room to develop new skills for employees if wanted?	Yes
Does the work require initiative?	Yes
Do staff feel that they are encouraged to use it?	No
Do staff feel that they are considered when planning the work?	No
Is work regularly monitored?	Yes
Do manager meet with staff to see how work is going?	Yes

Support   2 flagged, 50%

Do staff feel they are being offered adequate managerial support with new work issues, everyday work issues or personal issues if needed?	No
Do staff feel that they are well-supported form their colleagues?	Yes
Do staff feel that you support a healthy work/life balance?	No
How well do you listen to your staff – do they feel that this occurs?	Yes

We try to schedule 1:1's for all members bi-monthly.

Relationships   2 flagged, 50%

There are no issues concerning workplace relationship conflicts within the team for the employee?	Yes

There are no problems with bullying/harassment?	No
There are no policies where staff can raise concerns about another member of staff?	No
Does the employee feel that the organization as a whole (managers and colleagues) are caring/trusting?	No

Role   100%

Are staff clear about what is expected of them?	Yes
Do staff has a clear plan of work which is agreed with their manager?	Yes
Are staff encouraged to talk to managers at an early stage if unclear of the priorities of the task to be undertaken?	Yes
Are staff struggling with multiple/conflicting roles?	No
Do they understand how their role fits into the overall business aims?	N/A

Change   100%

Do staff feel that they receive adequate and regular communication and consultation about organization change when occurring?	Yes
Do staff fell they understand why organizational change needs to occur?	Yes

Completion

Full Name and Signature of Inspector

Martha Hewitt
17.05.2023 11:02 PST