

Psychological Health and Safety Management System Self-Assessment

Self-assessment checklist

Where is your organization on the path to psychological health and safety maturity?

With ongoing recruitment and retention challenges globally, the importance of psychological health and well-being as part of your organization's employee value proposition has never been more important. Proactively demonstrating a culture of care where mental health is protected is now an essential element of an organizations strategic purpose.



Introducing ISO 45003 – Psychological Health and Safety Management at Work

ISO 45003 is the first international standard focused on managing psychological health and well-being in the workplace. It provides organizations with a framework to identify, assess, and manage psychological risks, ensuring that employees feel supported, engaged, and productive.

ISO 45003 is a guidance standard – an organization cannot be awarded an accreditation in the same way as ISO 45001.

The benefits of certification

Adopting ISO 45003 demonstrates your organization's commitment to managing psychological health and well-being in the workplace. By following its guidance, you can proactively identify and reduce psychosocial risks, foster a supportive work environment, and inspire confidence and trust among employees and stakeholders.

Clauses included in this self-assessment

Clause 4 – Context of the Organization

Clause 5 – Leadership

Clause 6 – Planning

Clause 7 – Support

Clause 8 – Operation

Clause 9 – Performance Evaluation

Clause 10 – Improvement

How the self-assessment works

By filling in the checklist on the next few pages you can gauge what stage of maturity your psychological health and safety management system is currently at, and what actions you can take next. No matter where you are in your health, safety and well-being journey, our range of solutions can help you move forward.

Please fill in the checklists below, each 'yes' counts as one point towards your final score and subsequent maturity range.

Snapshot of our OH&S maturity scores

Early stage

0-22 Points:

Begin with our training courses to solidify your foundational knowledge and practical skills in managing psychological health and well-being at work.

Moderate stage

23-32 Points:

Consider a BSI Gap Assessment to align your current practices with future goals, enhancing performance through standards. To achieve maturity, training courses should be a key consideration.

Mature stage

33-50 Points:

Pursue ISO 45003 to distinguish your psychological health and safety management system, confirming and demonstrating your industry leading well-being practices. Training courses for the continued development of staff will also help you achieve full-scale maturity.

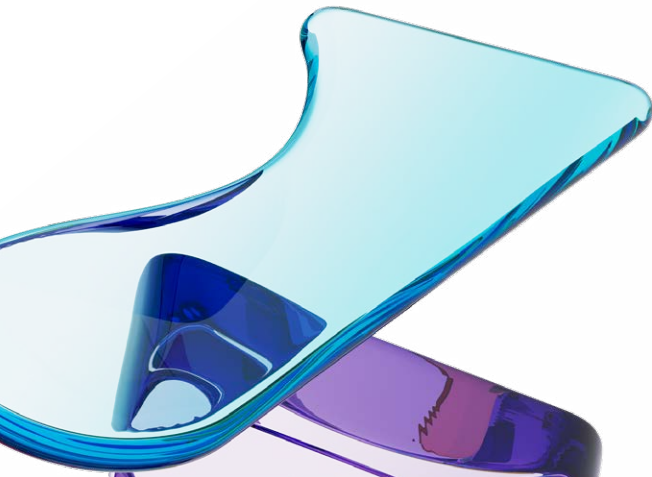


Your Psychological Health & Safety self-assessment checklist

Clause 4 – Context of the Organization

	Yes	No
<div>1</div> <div>The organization has identified and understands the internal and external factors affecting our ability to achieve the intended outcomes of the OH&S management system, related to psychological health and safety.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>2</div> <div>Organizational action has been taken relating to; adjusting the design of activities to manage psychosocial risk; tailoring activities to improve the process of managing psychosocial risks; and determining how the assessment of psychosocial risks will be used to make effective actions plans.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>3</div> <div>All relevant interested parties have been identified, and their needs and expectations, including those related to psychosocial risks, are understood.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>4</div> <div>The scope of the OH&S management system has been defined, taking into account psychosocial risk factors, external and internal issues, and the needs and expectations of interested parties.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>5</div> <div>A structured approach has been established to manage both physical and psychological health and safety, ensuring continual improvement based on performance evaluations and feedback.</div>	<input type="checkbox"/>	<input type="checkbox"/>

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Your Psychological Health & Safety self-assessment checklist

Clause 5 – Leadership

	Yes	No
<div>6</div> <p>Top management demonstrates leadership and commitment to the OH&S management system, and Managers and Workers at all levels have assisted in its implementation. Top Management have demonstrated this through:</p> <ul style="list-style-type: none">• Managing psychosocial risk and promoting well-being• making resource available• protection of workers from reprisals• supporting worker participation in psychosocial risk in the workplace.	<input type="checkbox"/>	<input type="checkbox"/>
<div>7</div> <p>Objectives are aligned with the organization’s strategic direction and integrate psychosocial risk management into business processes.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<div>8</div> <p>The importance of effective OH&S management, including psychological health and safety, has been communicated to all workers.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<div>9</div> <p>The organization promotes a culture that supports both physical and psychological safety, encouraging openness and trust.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<div>10</div> <p>Processes are in place protect workers from reprisals when reporting incidents, hazards, risks, and opportunities, including psychological risks such as bullying or harassment.</p>	<input type="checkbox"/>	<input type="checkbox"/>

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Your Psychological Health & Safety self-assessment checklist

Clause 5 – Leadership Cont.

		Yes	No
11	Processes are in place to support the establishment and functioning of health and safety committees, ensuring psychological health and safety is addressed.	<input type="checkbox"/>	<input type="checkbox"/>
12	An OH&S policy is in place, covering commitments to provide a psychologically safe and healthy working environment, eliminate hazards, and reduce OH&S risks (including the promotion of well-being at work plus dignity, respect, confidentiality and trust).	<input type="checkbox"/>	<input type="checkbox"/>
13	Roles, responsibilities, and authorities for managing both physical and psychological risks are clearly defined and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
14	Effective consultation and participation processes are established to ensure worker involvement in identifying and addressing psychosocial risks.	<input type="checkbox"/>	<input type="checkbox"/>
15	Resources and information are provided to support participation in discussions on psychosocial hazards and risks.	<input type="checkbox"/>	<input type="checkbox"/>
16	Obstacles to participation, such as fear of stigma, have been identified and removed (or minimized where not possible).	<input type="checkbox"/>	<input type="checkbox"/>

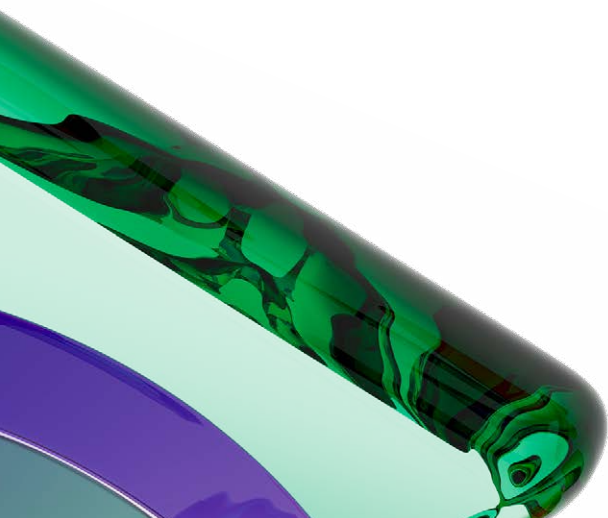
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Your Psychological Health & Safety self-assessment checklist

Clause 6 – Planning

	Yes	No
<div>17</div> <div>The organization has considered the issues identified through context of the organization and determined the risks and opportunities including psychosocial hazards, prevention of injury and ill health, including those related to mental well-being such as strategies for return to work and promotion of well-being.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>18</div> <div>All psychosocial hazards, such as:<ul style="list-style-type: none">• Aspects of how work is organized• social factors at work and• work environment, equipment and hazardous tasks;have been identified, and processes are in place to mitigate them.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>19</div> <div>Sources for identifying psychological health and safety risks include data such as employee survey results and exist interviews, with the sources of underlying harm clearly understood.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>20</div> <div>Plans to address identified psychosocial risks and opportunities have been developed and implemented.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>21</div> <div>Planned actions related to psychosocial risk management are integrated into the OH&S management system and business processes.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>Continued ></div>		

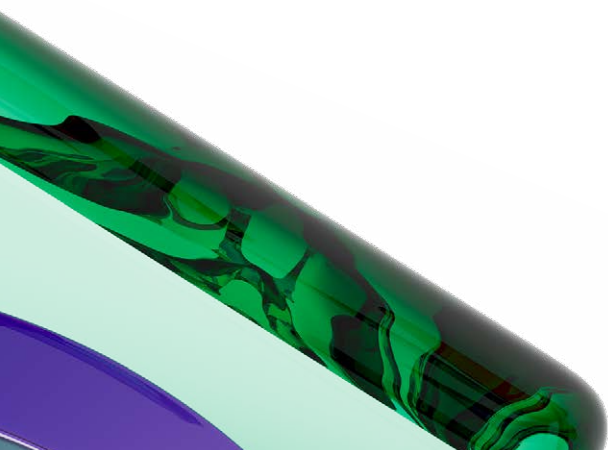


Your Psychological Health & Safety self-assessment checklist

Clause 6 – Planning Cont.

	Yes	No
<div>22</div> <div>Legal and other requirements regarding psychological health and safety are identified, documented, and regularly reviewed.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>23</div> <div>Actions taken to address psychosocial risks and opportunities are documented and evaluated for effectiveness.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>24</div> <div>Objectives have been established at all levels to improve both physical and psychological health and safety performance.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>25</div> <div>Objectives are measurable, monitored, communicated, and updated as appropriate.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>26</div> <div>Plans to achieve OH&S objectives include necessary resources, responsibilities, and timelines, addressing both physical and psychological risks.</div>	<input type="checkbox"/>	<input type="checkbox"/>

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Your Psychological Health & Safety self-assessment checklist

Clause 7 – Support

		Yes	No
27	All resources necessary for the establishment, implementation, maintenance, and continual improvement of a physical and psychological management system have been identified and allocated. This can include human, financial, technological and others specific to the organization’s operations.	<input type="checkbox"/>	<input type="checkbox"/>
28	Competence has been developed to allow the identification of psychosocial hazards and the management of these risks and take actions to support workers to acquire and maintain.	<input type="checkbox"/>	<input type="checkbox"/>
29	Workers understand their roles in promoting a psychologically healthy workplace.	<input type="checkbox"/>	<input type="checkbox"/>
30	Workers feel empowered to remove themselves from dangerous or psychologically unsafe situations without undue consequences.	<input type="checkbox"/>	<input type="checkbox"/>
31	Internal communication processes ensure workers can openly discuss psychosocial risks and report concerns without fear of retaliation.	<input type="checkbox"/>	<input type="checkbox"/>
32	External communication processes include engaging with stakeholders on psychosocial risk management.	<input type="checkbox"/>	<input type="checkbox"/>
33	All required documented information, including processes for managing psychosocial hazards, is created, updated, and controlled.	<input type="checkbox"/>	<input type="checkbox"/>
34	Processes related to psychosocial risks are in place to ensure confidentiality of personal information with particular regard to legal and other requirements.	<input type="checkbox"/>	<input type="checkbox"/>

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Your Psychological Health & Safety self-assessment checklist

Clause 8 – Operation

		Yes	No
35	All operations related to OH&S management, including those addressing psychosocial risks, are planned, controlled, and maintained effectively through a comprehensive, long-term strategy, utilizing primary, secondary and tertiary interventions.	<input type="checkbox"/>	<input type="checkbox"/>
36	Processes for hazard elimination and risk reduction incorporate strategies to reduce psychosocial risks (e.g., workload management, fair treatment policies).	<input type="checkbox"/>	<input type="checkbox"/>
37	Control measures have been implemented for psychosocial risks related to: <ul style="list-style-type: none">• Work organization• social factors• work environment, equipment and hazardous tasks	<input type="checkbox"/>	<input type="checkbox"/>
38	Workers should be enabled to identify signs of exposure to psychosocial risk.	<input type="checkbox"/>	<input type="checkbox"/>
39	Change management processes consider the psychological impact of organizational changes on workers.	<input type="checkbox"/>	<input type="checkbox"/>
40	Procurement processes ensure that third-party services align with the organization’s OH&S and psychosocial risk management policies.	<input type="checkbox"/>	<input type="checkbox"/>
41	Contractor management processes include considerations for mental well-being and psychosocial risks.	<input type="checkbox"/>	<input type="checkbox"/>

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Your Psychological Health & Safety self-assessment checklist

Clause 8 – Operation Cont.

	Yes	No
<div>42</div> <div>Outsourced functions and processes align with legal and organizational requirements regarding psychosocial risk management.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>43</div> <div>Emergency preparedness plans consider psychological first aid and mental health support in crisis situations.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>44</div> <div>Appropriate rehabilitation and return-to-work programs have been designed and implemented and include recording and monitoring, training, regular contact, workplace adjustments and a return-to-work plan and review.</div>	<input type="checkbox"/>	<input type="checkbox"/>

Clause 9 – Performance Evaluation

	Yes	No
<div>45</div> <div>The organization has determined quantitative and qualitative measures for monitoring and measuring both physical and psychological health and safety, developed with consultation and participation of workers in developing the measures.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>46</div> <div>Processes are in place to evaluate compliance with legal and other requirements related to psychosocial risks, with documented results.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>47</div> <div>An internal audit program ensures the OH&S management system effectively addresses both physical and psychological risks.</div>	<input type="checkbox"/>	<input type="checkbox"/>
<div>48</div> <div>Top management conducts and communicates regular reviews of the OH&S management system, considering psychological safety and well-being.</div>	<input type="checkbox"/>	<input type="checkbox"/>

Your Psychological Health & Safety self-assessment checklist

Clause 10 – Improvement

Yes

No

49

Continual improvement processes include actions to enhance psychological health and safety, making sure they have the effect intended.

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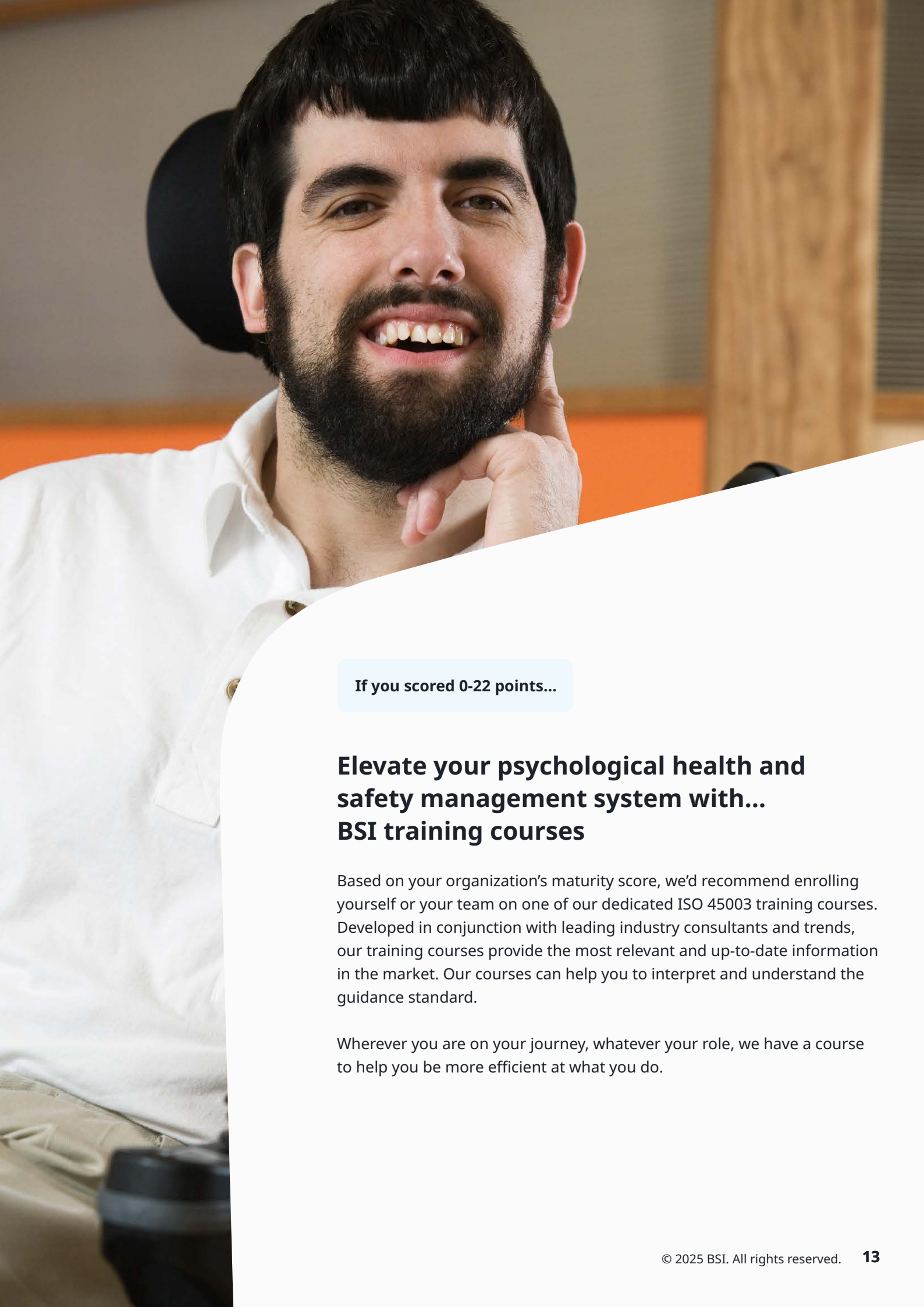
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Processes are in place to manage incidents and nonconformities related to psychosocial risks, ensuring corrective actions prevent recurrence.

☐☐

Your score






If you scored 0-22 points...

Elevate your psychological health and safety management system with... BSI training courses

Based on your organization's maturity score, we'd recommend enrolling yourself or your team on one of our dedicated ISO 45003 training courses. Developed in conjunction with leading industry consultants and trends, our training courses provide the most relevant and up-to-date information in the market. Our courses can help you to interpret and understand the guidance standard.

Wherever you are on your journey, whatever your role, we have a course to help you be more efficient at what you do.



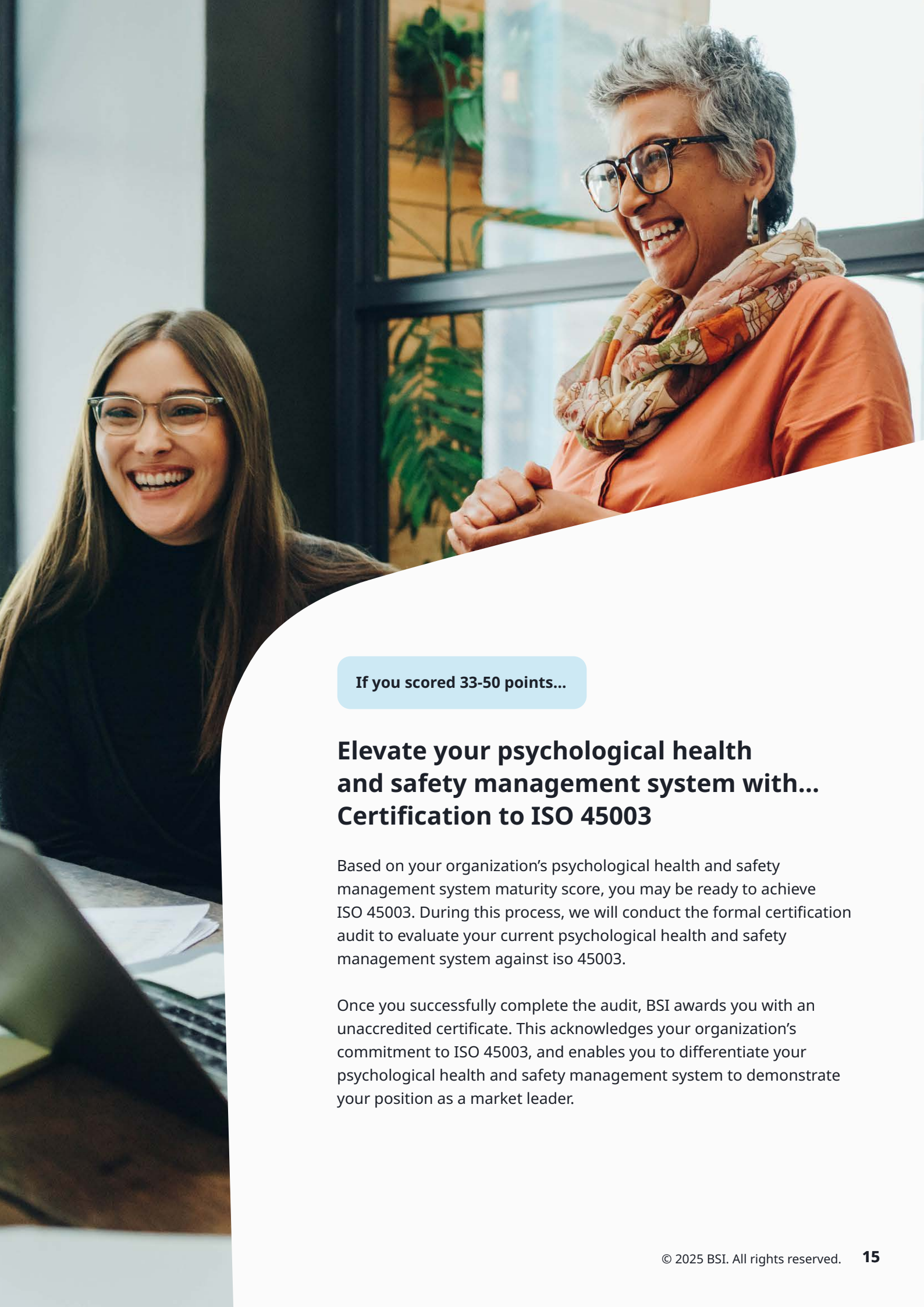
If you scored 23-32 points...

Elevate your psychological health and safety management system with... BSI Gap Assessment

Based on your organization's psychological health and safety management system maturity score, you may benefit from a BSI Gap Assessment. A Gap Assessment provides you with a method of assessing your current situation against future goals, pinpointing areas where your existing program does not meet the guidance of ISO 45003.

Following a Gap Assessment, you'll have information to act upon taking your psychological health and safety management system maturity to the next level, maturing your program towards achieving ISO 45003 certification.

You may also consider enrolling in our health and safety courses. Find out more **here**.

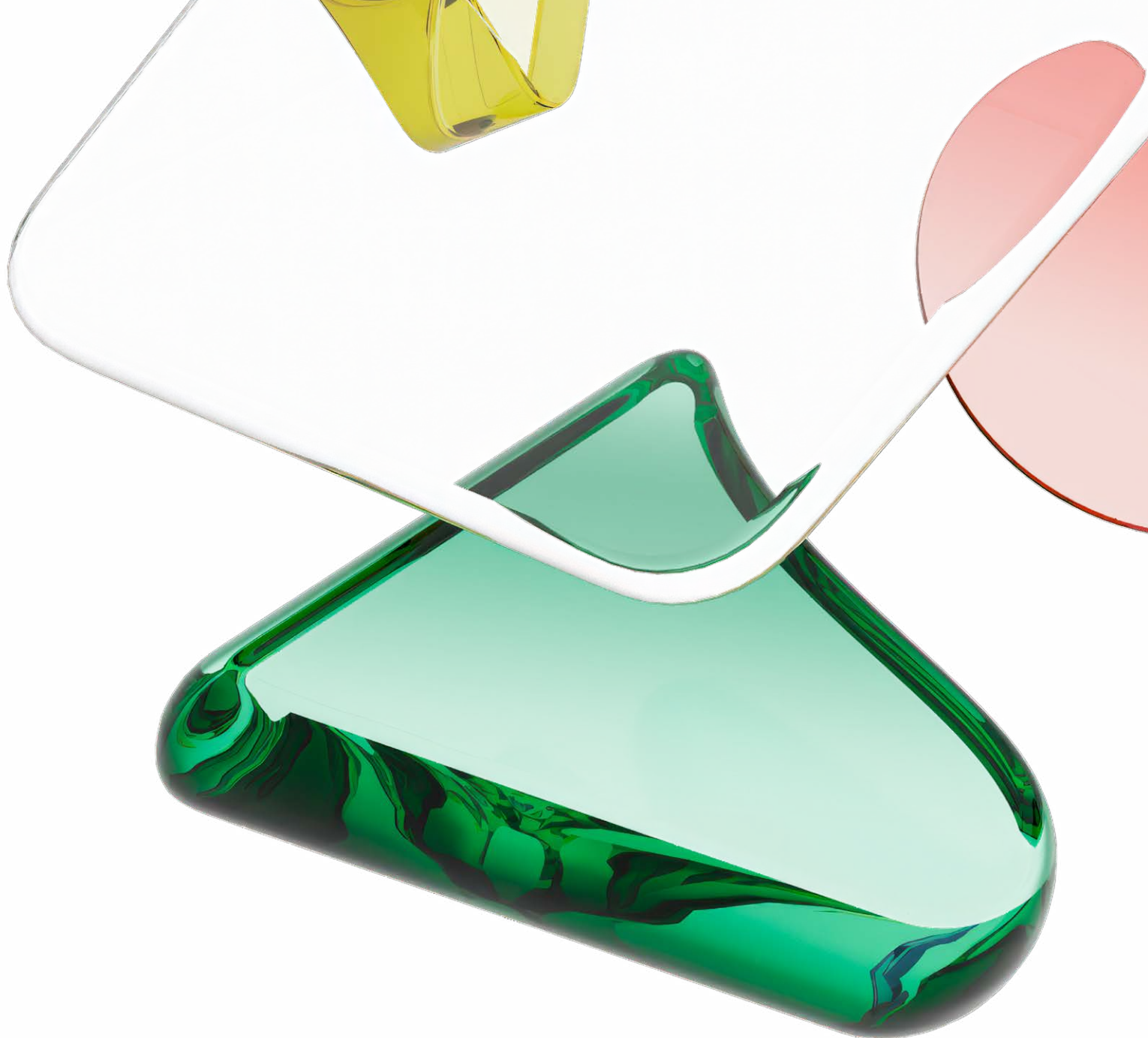


If you scored 33-50 points...

Elevate your psychological health and safety management system with... Certification to ISO 45003

Based on your organization's psychological health and safety management system maturity score, you may be ready to achieve ISO 45003. During this process, we will conduct the formal certification audit to evaluate your current psychological health and safety management system against ISO 45003.

Once you successfully complete the audit, BSI awards you with an unaccredited certificate. This acknowledges your organization's commitment to ISO 45003, and enables you to differentiate your psychological health and safety management system to demonstrate your position as a market leader.



Your partner
in progress