

Stress Indicator Tool Checklist

If you are following the Management Standards approach, before you begin to evaluate the risks you should have:

- acknowledged that work-related stress has the potential to affect any member of staff;
- considered the data available to you to indicate any potential problem areas;
- carried out preliminary analysis comparing your performance against the Management Standards;
- identified areas of current good practice and areas where your organisation appears to be doing less well;
- recorded what you have done.
- Other.

If you are following the Management Standards approach, before you develop an action plan you should have:

- consulted employees to discuss problem areas in more detail;
- worked in partnership with employees and their representatives to develop actions to take;
- ensured that issues affecting individuals are addressed;
- fed back to managers, employees and employee representatives, with a commitment to follow up;
- recorded what you have done.
- Other.

If you are following the Management Standards approach, before you monitor and review, you should have:

- created and agreed with senior management, employees and their representatives an overall action plan for the implementation of solutions;
- shared your action plan with all employees, including dates for monitor and review;
- begun the process of implementing the action plan and any lower level plans;
- recorded actions taken.
- Other.

By this point you should have:

- monitored against your action plans to ensure agreed actions are taking place;
- evaluated the effectiveness of the solutions you implemented;
- decided what further action or data gathering, if any, is needed.
- Other.