

STRESS RISK ASSESSMENT FORM

Occupational Health recommendations state that to manage the absence/stress-related issues of the member of staff concerned, a **Stress Risk Assessment** is required. The qualitative assessment is based on the Management Standards that cover six key areas of work design that, if not properly managed, are associated with poor health and well-being.

Please use the generic example in the Health Risk Management Plan: Risk Assessment of Stress at Work, as a guide to assist you when completing the assessment below.

Staff Name:			Department:		
Stressor	Hazards (Stressors) identified and how has it affected the employee?	Risk Evaluation Is the risk high, medium or low?	Control Measures What can be done to address and reduce this?	By whom	By when and review date
Demands	Is there too much workload, challenging work patterns and/or the work environment			Line manager and/or the individual	
Control	How much say they have in the way they do their work			Line manager and/or the individual	
Support by Manager	Is there little or no encouragement, resources and/or training available			Line manager and/or the individual	

Support by colleagues	Is there little or no encouragement between colleagues?			Line manager and/or the individual	
Relationships	This includes promoting positive working to avoid conflict and dealing with unacceptable behaviour.			Line manager and/or the individual	
Role	Whether people understand their role within the organisation and whether the organisation ensures that they do not have conflicting roles.			Line manager and/or the individual	
Change	How organisational change (large or small) is managed and communicated in the organisation.			Line manager and/or the individual	
Additional comments	e.g. other factors unique to the individual				

Risk assessment completed by:

Name of Line Manager: _____ **Position:** _____ **Date:** _____

Employee: _____ **Position:** _____ **Date:** _____