

## Psychological Safety Award

### **Eligibility**

Have you been an employer in Canada for the last five years or more?

Yes No

Do you have more than 20 employees?

Yes No

Are you willing to administer an employee perception survey provided by the Canada's Safest Employers organizing committee to your workforce should you be shortlisted? (See FAQ section for details.)

Yes No

*Note: If you answered No to any of the questions above, you are not eligible to participate in the selection process for Canada's Safest Employers Awards.*

In the last five years, has your company been charged under occupational health and safety, workers' compensation and/or the Criminal Code legislation? (If yes, please give details)

Yes No

In the last five years, has your company been convicted under the occupational health and safety, workers' compensation and/or the Criminal Code legislation? (If yes, please explain.)

Yes No

In the last five years, have you incurred any workplace fatalities? (If yes, please explain)

Yes No

### **Contact information**

Employer name

Telephone

Website

Street address

City

Province

Postal code

Contact person (Person responsible for this application)

Title

E-mail address

Telephone number

Alternate contact name  
Title  
E-mail address  
Telephone number

### **About the organization**

Brief description of the organization / scope of operations.

Employee profile  
Total number of employees  
Full-time  
Part-time  
Contract

#### **1. Demonstrated management commitment (15 points)**

Describe how your most senior leaders participate in leading the Psychological Health and Safety Management System (PHSMS) in your organization and how they show commitment to your PHSMS. How is PHSMS defined within your organization?

#### **2. Risk identification (10)**

Describe how psychological safety hazards and risks are identified, assessed and controlled. Please name any instruments used for this purpose.

#### **3. Training and awareness (10)**

Describe how you ensure managers are selected and adequately trained to identify and respond to psychological safety issues in the workplace.

#### **4. Communication strategies (10)**

Describe how you are communicating psychological safety messages to managers and employees. Please provide examples.

#### **5. Reporting and investigations (10)**

Describe your organization's process for reporting and investigating work-related psychological health and safety incidents. How are psychological safety breaches addressed?

#### **6. Return-to-work (10)**

Does your organization have a developed return-to-work system for people on STD/LTD due to psychological health and safety issues? Detail.

#### **7. Employee Assistance Program (5)**

Do you have an Employee Assistance Program/Employee and Family Assistance Program? If so list coverage details. List name of EAP supplier.

### **8. Innovative approaches (15)**

Describe, if any, some of the innovative approaches and programs around your psychological health and safety management system (*not previously mentioned*) that you have implemented and the result of those programs.

### **Injury statistics in the last three years (5)**

Total number of lost-time injury

Total number of medical aid incidents

Total number of other incidents (with no lost-time and no medical aid)

Full time equivalents (includes full time, part-time and casual employees)

If you wish, you can use the space below to provide more information or elaborate on your injury statistics.

### **Statement of Truth**

I'm the person named in, and who subscribed in, this application form for Canada's Safest Employers. To the best of my knowledge and belief, the matters and facts in it are true. Where matters specifically stated in it are made upon information and belief, I believe them to be true. I make this declaration conscientiously believing it to be true and knowing that it is of the same force and effects as if made under oath.

I understand if my company is a gold winner we need to participate in a phone interview with a journalist as well as an on-site video shoot. I understand I am not able to see the article or the video prior to publication as they are both pieces of journalism, not personalized marketing items.

Name Title Date