

JOHS Committee Psychological Health and Safety (PHS) Check-In

This tool helps Joint Occupational Health and Safety Committees (JOHSCs) reflect on how they support psychological health and safety (PHS) in their own committee and decide where to take action.

It's a quick check-in covering six areas of committee work. Use it to spark discussion, agree as a group on where you are now, and choose which areas to focus on improving.

The goal is to keep building on your progress over time. Continuous improvement in healthcare means always looking for ways to make the workplace healthier and safer. It's an important part of any [Health and Safety Management System](#).



How to Use This Tool

Committees can use this tool:

- On its own, to start considering PHS
- Before a new member joins the committee
- As part of your annual review

You can focus on one area at a time over several meetings or discuss all six areas at once, depending on your schedule.

We recommend setting aside at least 15 to 20 minutes to go through the entire tool.

First: Complete the Check-In

The tool lists statements across six discussion areas.

For each area:

1. Reflect on the statements to decide together how much your committee agrees or disagrees with them.
2. Select a number between 1 to 5 that reflects your committee's shared view:

- 1 = Disagree
- 2 = Somewhat Disagree
- 3 = Neutral
- 4 = Somewhat Agree
- 5 = Agree

The numbers aren't a test or a grade – they're a way to spark discussion and explore where the committee is doing well and where it might improve.

Add notes to explain your choice or suggest ideas for improvement in each area.

3. Repeat for all areas at the pace decided upon by the committee.

Next: Discuss your Overall Scores, Plan Actions, and Track Progress

- Share and discuss your results as a group. Decide on an area(s) to focus on improving.
- Use the [PHS Action Ideas for Committees](#) below for possible actions for your committee to consider.
- Revisit this tool regularly to align with the pace your committee chose, or, during annual evaluations, to track progress and keep improving over time.

Check-In: Committee Areas for Psychological Health and Safety

For each area, discuss the statements as a committee and decide how much you agree or disagree with them. Circle a number from 1 to 5 that reflects your group's shared view for each area, where 1=Disagree, 2=Somewhat Disagree, 3=Neutral, 4=Somewhat Agree, 5=Agree. Note your comments about specific areas of strength or areas for improvement.

Onboarding New Members

- We have a clear, documented onboarding process that we review annually.
- We give new members step-by-step onboarding instructions and refer them to the training they need or should consider.
- We review the Terms of Reference (ToR) with new members.
- We explain WorkSafeBC regulations, collective agreement language, and committee roles and responsibilities to new members.

Overall Level of Agreement

1	2	3	4	5
Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree

Comments

Committee Terms of Reference (ToR)

- Our Terms of Reference clearly explains:
 - Member roles and how we work with the organization and leaders.
 - How often we meet, what preparation is expected, time commitments, decision-making, and reporting.
 - Our values, including a focus on psychological health and safety and committee guidelines.
 - Available supports for JOHSC members, such as Employee and Family Assistance Program (EFAP), critical incident stress debrief, peer supports, and other workplace health and safety programs.
 - How we approach our work by focusing on workplace-level health and safety issues vs. individual situations.
 - We review and approve our Terms of Reference annually.

Overall Level of Agreement

1	2	3	4	5
Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree

Comments

PHS Within the Committee

- Our JOHS committee meetings include meeting norms we developed to help us work together.
- We focus discussions on solutions, and co-chairs make sure every voice is heard.
- Committee members use inclusive, respectful, and solution-focused language with each other.
- We check that everyone understands and has the chance to give input before moving on.
- We handle disagreements among members respectfully and focus on the issues.
- We can discuss sensitive topics as a group, look for patterns, and explore recommendations.

Overall Level of Agreement

1	2	3	4	5
Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree

Comments

Committee Areas for Psychological Health and Safety—Continued

Role of JOHSC in PHS

- Our committee focuses on workplace-wide health and safety issues.
- We talk about findings in terms of systems, processes, and policies rather than individual fault.
- We explore root causes by asking, “What allowed this to happen?” and make recommendations at a unit, department, or workplace level.
- We understand that incident investigations can be difficult for everyone involved and strive to provide support in a trauma-informed manner.

Overall Level of Agreement

1

Disagree

2Somewhat
Disagree**3**

Neutral

4Somewhat
Agree**5**

Agree

Comments

Understanding Psychosocial Hazards and Protective Factors

- Our members understand psychosocial factors can have both protective and hazardous aspects.
- We look for patterns in workplace conditions and explore how psychosocial factor(s) may be contributing.
- Our members know where to find more resources for workers who ask for information on the psychosocial factors.

Overall Level of Agreement

1

Disagree

2Somewhat
Disagree**3**

Neutral

4Somewhat
Agree**5**

Agree

Comments

Link Between Psychosocial Hazards and Physical Incidents

- We understand how psychosocial hazards may contribute to physical incidents.
- We include psychosocial hazards in safety talks.
- We have been trained to consider psychosocial hazards during incident investigations

Overall Level of Agreement

1

Disagree

2Somewhat
Disagree**3**

Neutral

4Somewhat
Agree**5**

Agree

Comments

PHS Action Ideas for Committees

Below are bite-sized, evidence-informed recommendations for the six committee areas in the JOHSC Psychological Health and Safety Check-In. Use them to guide continuous improvement and help your committee get better in a flexible, accessible way.

1 Onboarding New Members

- Create a welcome guide with key roles, a summary of the terms of reference, and contact information.
- Hold a 15-minute orientation before a new member's first meeting.
- Create an onboarding checklist to help guide new members as they join the committee.
- Spend some time with new members and share your backgrounds recognizing that different roles and backgrounds bring valuable insight into workplace conditions.

2 Committee Terms of Reference (ToR)

- Create your own committee values statements highlighting psychological health and safety, and inclusion.
- Include a section on support for JOHSC members, such as the Employee and Family Assistance Program (EFAP), and other workplace health and safety programs.
- Identify ongoing learning and/or internal resources on equity, diversity, inclusion (EDI), and Indigenous cultural safety (ICS) to build understanding and capacity.

3 PHS Within the Committee

- Start each meeting with a quick check-in.
- Co-create a simple guide for respectful dialogue and what that looks like for your group.
- Use a "parking lot" to set aside sensitive topics to discuss carefully later.
- Rotate a short PHS-focused safety moment at each meeting, like a tip or resource.
- Take a five to 10 minute stretch or wellbeing break during meetings.

4 Role of JOHSC in PHS

- Add one PHS topic, question, or resource to each meeting agenda.
- Share one PHS poster or infographic each month.
- Include PHS in safety talks or share PHS safety moment topics that might be missing.
- Discuss how psychosocial hazards can contribute to physical incidents and injuries.
 - Discuss ideas on how to protect everyone's psychological health and safety during investigations.
 - Invite internal or external experts to meetings to learn more and strengthen your understanding of PHS.

5 Understanding Psychosocial Factors

- Discuss potential scenarios. What psychosocial protective factors or hazards might exist? What more do you want to know?
- Review available internal resources on psychosocial factors.
- Discuss where psychosocial factors are protective in your workplace and share these strengths with your site.
- Stay informed through internal resources like your workplace's Occupational Health and Safety team or external resources like those provided by [WorkSafeBC](#).

6 Linking Psychosocial Hazards and Physical Incidents

- Invite a guest speaker (safety advisor, specialist, or PHS advisor) for a short session to learn more.
- Ensure safety talks include psychological health and safety as part of the overall root cause analysis.
- Explore topics during your meetings that highlight both psychological and physical aspects of safety (e.g., "How stress impacts decision-making during emergencies").
- As a committee, explore including this topic in your scheduled training time.