



Assessment Tool

Surgeon General’s Framework for Workplace Mental Health and Wellbeing

Purpose: to derive maximum wellbeing benefit for staff from every leadership decision making process
How to use this tool:

1. Identify a decision or process that change your making
2. Reflect on whether your decision can impact each element of wellbeing
3. If yes, then use the questions to determine what opportunities there might be for change in your practices, policies, etc. as you make this decision that can drive forward wellbeing

Protection from Harm

Goal: To create conditions for physical and psychological safety as a critical foundation for ensuring workplace mental health and wellbeing.

Reflect: Will your decision have an impact on this area?

Questions:	Yes	No	N/A	Notes:
Are the staff at risk of physical or psychological harm?				
Are physical and psychological safety promoted?				
Does the workplace promote job stability?				
Does the workplace have systems for safe and meaningful feedback to leadership?				

Connection and community

Goal: To foster positive social interactions and relationships in the workplace to support worker wellbeing.

Reflect: Will your decision have an impact on this area?

Questions:	Yes	No	N/A	Notes:
Do workplace decisions promote inclusiveness for all staff?				
Do staff trust that decisions are in their best interest?				
Do staff have an opportunity for engagement and input before decisions are made?				
Are there opportunities for staff to collaboratively generate ideas and solutions that contribute to decision making?				

Work-life harmony

Goal: Professional and personal roles can create work and non-work conflicts. The ability to integrate work and non-work demands, for all workers, rests on the human needs of autonomy and flexibility.

Reflect: Will your decision have an impact on this area?

Questions:	Yes	No	N/A	Notes:
Do staff have the autonomy to make individual decisions that will promote personal work-life balance?				
Do staff have the autonomy to make decisions on how work is done?				
Is there a place for back up for staff on this area/topic if they need to be gone?				
Does the organization promote clear boundaries for staff to maintain greater wellbeing?				

Mattering at work

Goal: To have people know that they are valued by those around them and that their work matters.

Reflect: Will your decision have an impact on this area?

Questions	Yes	No	N/A	Notes
Do staff have opportunities to work at the top of their scope?				
Are staff making a competitive and livable wage?				
Do staff recognize their contributions to the overall mission of the organization?				
Does the organization have systems for frequent and meaningful recognition?				

Opportunity for growth

Goal: To create opportunities for workers to accomplish goals based on their skills and growth, workers are optimistic about their abilities and enthusiastic about contributing to the organization.

Reflect: Will your decision have an impact on this area?

Questions	Yes	No	N/A	Notes
Do staff have opportunities for professional development and career advancement?				
Can you train staff to take on new aspects?				
Are there opportunities for variety and new assignments?				
Are there leadership opportunities?				

Assessment:

Look at the areas of possible change. Make a list of them, categorize them by importance and consider which you might have autonomy to change. Consider time, resources, and ability. Think about how you might change it, advocate for it, or put it on a list for future improvements.