



## *Blood and Transplant*

### **Stress Risk Assessment: Managers Questions.**

Stress Risk assessment for:

Manager:

Overview:

Department/ Directorate:

Date of Meeting:

Questions to ask	Comments / Issues identified
<p>Has the employee had a history of absence for stress or similar conditions?</p> <p>If so, what has triggered the absence in the past?</p> <p>Is there any pattern?</p> <p>Have they complained about the workload/ working relations?</p> <p>Are they in a disciplinary/ capability process?</p> <p>Any reason to consider they cannot cope with work / the disciplinary process?</p> <p>Is the workload much more than is normal for the particular job?</p> <p>Is the work particularly intellectually or emotionally demanding for this employee?</p> <p>Are demands being made of this employee unreasonable when compared with the demands made of others in the same or comparable jobs?</p>	

Are there signs that others doing this job are suffering from harmful levels of stress?

Is there an abnormal level of sickness or absenteeism in the same job or the same department?

Have they got a particular problem or vulnerability?

Have they already suffered from illness attributable to stress at work?

Have there recently been frequent or prolonged absences which are uncharacteristic of them?

Is there reason to think that these are attributable to stress at work, for example because of complaints or warnings from them or others?

Have they been referred to OH?

Have they been given information about EAP?

Have you adjusted their duties in any way?

**Stress Risk Assessment: Action Plan.**

Confirmation that the above contents are accurate.

Manager:

Signed:

Date:

Health & Safety:

Signed:

Date: