Document nº1: Readiness screening tool for WHP Standard

		YES	NO
Corporate supports			
1	Can you provide evidence for Senior Management Team commitment to improving staff health?		
Statutory responsibilities			
2	Does your organisation meet all of its statutory responsibilities for health and safety?		
3	Does your organisation meet all of its statutory responsibilities for minimum pay?		
4	Does your organisation meet all of its statutory responsibilities for disability, equality and human rights?		
The approach to health and safety			
5	Does your organisation have a corporate health and safety policy?		
6	Does your organisation undertake periodic risk assessments for health and safety?		
Occupational Health service provision			
7	Are occupational health services available to staff in your organisation?		
Meeting the needs of specific groups			
8	Can you evidence the ways in which the health needs of staff with specific health conditions (e.g. visual or hearing conditions, asthma, pregnancy) are taking into consdieration when designing / planning their work?		
Rehabilitation and return to work			
9	Is there a specific policy on rehabilitation and return to work for staff who have been absent from work for health reasons?		
Communication and staff engagement			
10	Is there an active communication plan for health issues in your organisation?		
Evaluation			
11	Are the health and wellbeing programmes in your organisation monitored and evaluated?		
12	Are the results of evaluation used to improve health activities in your organisation?		
Health topics			
Tobacco			
13	Is your organisation compliant with smoke free legislation?		
14	Does your organisation offer support to smokers who wish to stop smoking?		
Alcohol and drugs usage			
15	Is there an alcohol and drugs policy in place in your organisation?		
16	Does your organisation offer support to staff who may have an alcohol or a drugs problem?		
Mental health and wellbeing			
17	Does your organisation have a mental health and wellbeing policy?		
18	Does your organisation offer support to staff who may experience mental health issues including anxiety, stress etc.?		
Physical activity			
19	Does your organisation have a policy on promoting physical activity for staff?		
20	Does your organisation organise physical activity events for staff?		
Nutrition			
21	Does your organisation have a policy on improving the nutrition of staff?		
22	Does your organisation address the issue of helping staff maintain a healthy weight?		
Infectious diseases			
23	Does your organisation have a policy on protecting staff from infectious diseases?		
	RESULTS	**0**	**0**

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