



BMSC Psychological Health and Safety in the Workplace Policy

Purpose

The Bamfield Marine Sciences Centre's psychological health and safety policy has been developed to ensure that all workers are protected from psychological harm and to promote psychological health in the workplace. Psychological Health and Safety is a shared responsibility. Employees, researchers, visitors, and contractors are responsible for working in a manner which will not put themselves or their co-workers at risk of psychological harm.

Policy Statement

The Bamfield Marine Sciences Centre is committed to the promotion of psychological well-being and the prevention of psychological harm including in negligent, reckless, or intentional ways. Creating and sustaining a psychologically healthy and safe workplace is essential to the success and sustainability of our organization and consistent with our values under our strategic plan. The Bamfield Marine Sciences Centre is committed to supporting a mentally healthy workplace through appropriate policies, programs and services. Policies that have an impact on the psychological health of workers will be reviewed annually and result in an action plan, including the identification of training needs that will be reviewed by the Joint Health and Safety Committee (JHSC), other stakeholders and approved by the Director.

Responsibilities

Employer

Develop the necessary procedures and guidelines to effectively implement this policy to ensure all reasonably practicable measures are taken to eliminate psychological injuries.

Ensure adequate resources and supports are available to implement the appropriate policies, procedures and guidelines.

Ensure an effective quality assurance process is in place to monitor its on-going effectiveness.

Managers

Managers have a duty to develop and maintain a psychologically healthy and safe workplace that promotes psychological well-being and allows no harm to employee mental health in negligent, reckless or intentional ways by:

Leading in a positive way;

Making psychological health and safety part of decision making; and

Engaging workers.



Leaders will incorporate psychological health and safety into the way work is carried out and the context in which work occurs.

Supervisors

Supervisors are responsible for ensuring the psychological health and safety of their workers.

Where a supervisor believes an employee is struggling with a mental health problem or illness, the supervisor is expected to engage the employee in a dialogue and, if a mental health problem or illness is identified through that dialogue, help the employee seek appropriate treatment.

Where a mental illness or injury is identified and confirmed by a qualified practitioner, supervisors and employees are to ensure accommodation options are fully explored.

Where a critical incident occurs, the supervisor will make Critical Incident Stress Management available to employees through the Employee and Family Assistance Program.

Workers

All workers are accountable for protecting the psychological health and safety of themselves and their co-workers through adherence to Bamfield Marine Sciences Centre's policies and procedures including:

- Civil and Respectful Workplace;
- Codes of Conduct;
- EDIA Policy
- Indigenous Relations Policy
- Discrimination, Bullying and Harassment Policy
- Sexualized Violence and Misconduct Policy

Human Resources and Occupational Health and Safety

Take a leadership role to assist the Director, Managers, Supervisors and Staff in implementing and maintaining an effective psychological health and safety management system.

Ensure regular monitoring, inspections and audits are performed and assist departments as required to eliminate or control psychological hazards.

Ensure training programs are developed and provided to workers.



Definitions

Psychological Health

A state of well-being in which the individual realizes his or her own abilities, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to his or her community.

Psychologically Safe Workplace

A workplace that does not permit harm to employee mental health including in careless, negligent, reckless or intentional ways.

Procedures

Implementation

The Bamfield Marine Sciences Centre will establish, document, implement, maintain, and continually improve a Psychological Health & Safety System within existing Occupational Health and Safety procedures.

The Bamfield Marine Sciences Centre will maintain, evaluate and continually improve a Psychological Health and Safety Management System (PHSMS).

The Bamfield Marine Sciences Centre will take psychological safety into consideration in decision-making processes.

All current and future Bamfield Marine Sciences Centre policies will be reviewed and amended to include reference to psychological health and safety promotion.

The Bamfield Marine Sciences Centre will conduct inspections which include identifying psychological health & safety hazards in the workplace.

Training

Both supervisors and workers will receive training and education on mental health and psychological health and safety.



References & Resources

- [Canadian Mental Health Association](#)
- [Excellence Canada](#)
- [Guarding Minds @ Work](#)
- [Mental Health Commission of Canada](#)
- Benefit Provider website
- EAP Provider website
- Other internal or external resources or tools

EHS Program Document	Approval Authority	Effective Date	Revision Date
PHS 2004	BMSC Director Sean Rogers	September 2024	

Adapted from: Toronto East General Hospital, Psychological Health and Safety in the Workplace Policy; Government of Saskatchewan, Ministry of Labour Relations and Workplace Safety, Psychological Health and Safety Policy