

Psychological Safety and Wellbeing Conversation Guide

Toolkit 4, Chapter 4 Downloadable Tool CIIS Employer HR Resources



Purpose: Support manager conversations about psychological safety, wellbeing, workload, communication, and trust.

How to use: Complete with HR, managers, or leadership teams. Use notes and action fields to document next steps.

1. Wellbeing Check-In

Question	Employee Input	Support or Follow-Up
What is helping you do your best work right now?		
What is creating pressure or concern?		
Are priorities and expectations clear?		
What support would be useful?		

2. Psychological Safety Review

Area	Team Rating	Notes
Speaking up	☐ Strong ☐ Developing ☐ Needs attention	
Learning from mistakes	☐ Strong ☐ Developing ☐ Needs attention	
Respectful disagreement	☐ Strong ☐ Developing ☐ Needs attention	
Trust and follow-through	☐ Strong ☐ Developing ☐ Needs attention	

3. Action Planning Notes

Priority Issue	
Action Required	
Owner	
Timeline	
Follow-Up Date	