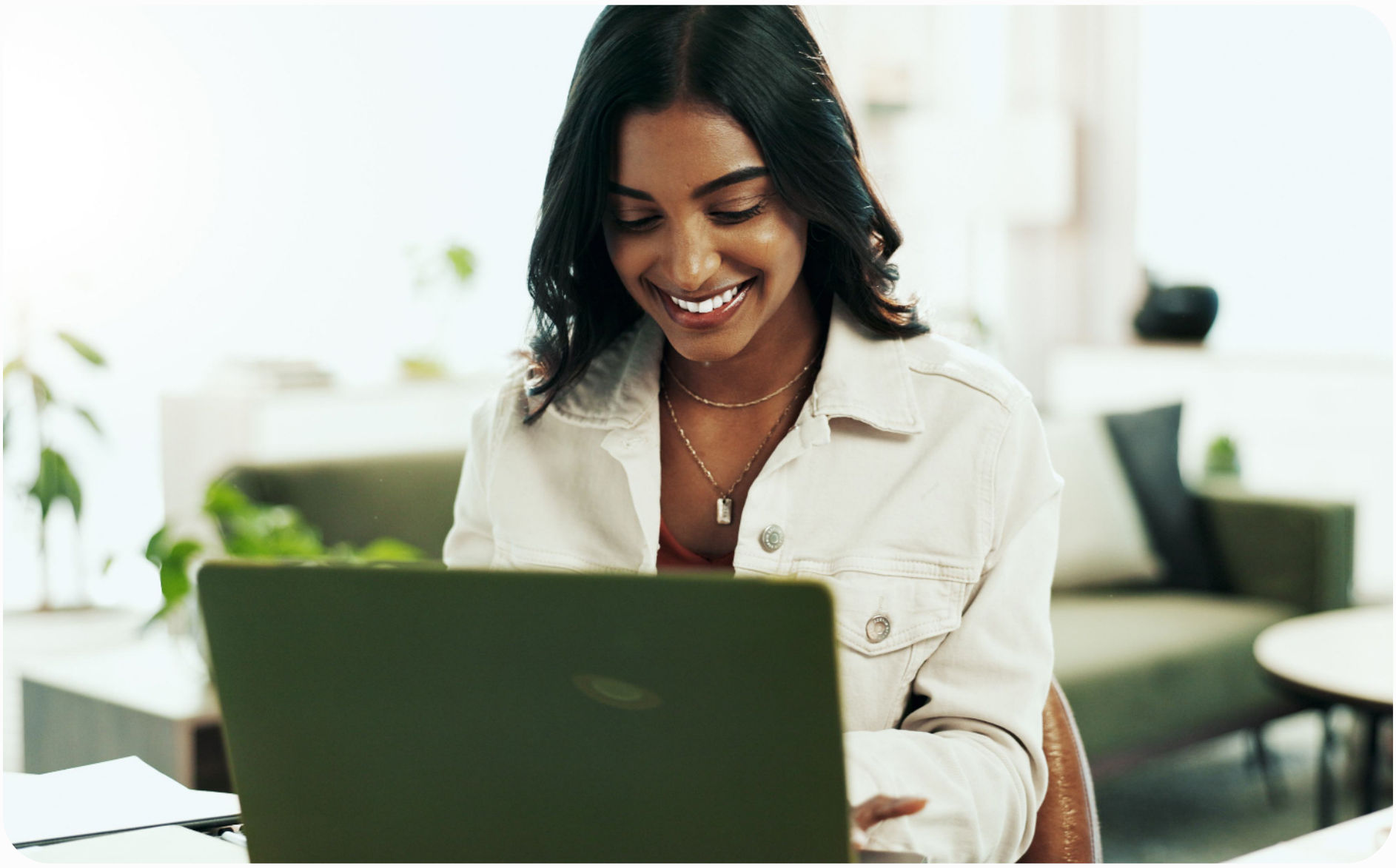
FlourishDx
Academy

Cohort 7 · Commences 28 April 2027



Program Outline

Professional Practice in Psychological Health and Safety

The 12-week professional practice program is designed to rapidly increase your knowledge and confidence to perform psychosocial risk management within your organisation. Practising risk assessment and developing suitable controls is a vital part of learning by doing.

Achieving all program requirements within 12 weeks is difficult, but not impossible with good planning. The tips in this outline will help you stay on track. You have up to 3 months after the final live lecture on 21 July to complete all program requirements and obtain your certificate.

Key dates

1
Wed 28 April
Module 1: Introduction

2
Wed 26 May
Module 2: Psychosocial Risk Assessment

3
Wed 23 June
Module 3: Risk Control and Monitoring

4
Wed 21 July
Module 4: Scaling, Communicating and Assurance

Live lectures run on Wednesdays at midday AEST. Complete all program requirements by 21 October 2027 to obtain your certificate.

Preparing for your psychosocial risk assessment

You'll be asked to complete a psychosocial risk assessment after module 2 is delivered on 26 May, using one of the tools discussed in the session. To get the most out of the program, we recommend completing the assessment before module 3 on risk controls on 23 June. The tips below will help you prepare.

1 Be strategic

As you set out to improve psychological health and safety practices in your organisation, this program may be the first time you deliver a psychosocial risk assessment to your stakeholders. Consider your long-term objectives and who you need buy-in from.

You'll likely want to scale this assessment across your organisation, so treat this activity as a small, contained pilot: a chance to see whether an approach is practical, effective and meets the needs of all stakeholders.

Choose a team that gives you the best chance of a constructive outcome and a strong business case moving forward.



2 Choose a team to work with

Choose a team that gives you the chance to complete as much of the exercise as possible. Consider:

- **Availability:** employees will complete a short survey between 26 May and 23 June, then join a 60–90-minute focus group to explore the results and identify risk controls. Avoid teams with competing demands at that time.
- **Size:** a reasonable number of members, but not so many the exercise is hard to finish within the program. With FlourishDx, program access allows up to 30 responses.
- **Anonymity:** surveys often hide data for small teams, so make sure enough people will respond. FlourishDx needs at least 8 responses; People at Work needs at least 20.
- **Leadership support:** look for areas where senior leaders will champion the activity. This helps when expanding the pilot, as we'll discuss in module 4.

Settling on the right pilot area will help the activity succeed and help you get the most out of the program.

3 Create a plan

A basic timeline will help you stay on track; time flies when you're busy, and the deadlines for this activity are tight. Communicating early with your pilot team will also help warm them up to the assessment, so factor this in. Plan the assessment in whatever way suits your organisation, or follow or adapt the example timeline overleaf.

Program timeline

Week Of	Activity	Tips & Pointers
26 April	Module 1 · Wed 28 April Select a team to work with	• Get leaders and managers on board • Discuss the process and timeframes
3 May	Notify your pilot team	• Email the team or join a team meeting to explain the upcoming assessment and why you're doing it • Build enthusiasm and commitment through positive messaging
10 May	Consider what factors you want to assess	• Ask leaders what they would like to know about hazards and risks • Note the hazards you expect for this team, ready for your assessment set-up
17 May	Remind your pilot team and stakeholders	• Keep building enthusiasm and positively reinforce the team's part in the pilot • Encourage them to set aside 15 minutes to complete the assessment
24 May	Module 2 · Wed 26 May Select and set up an assessment tool	• During the live lecture you'll be shown different assessment tools and how to access them • Set up and explore your chosen platform straight after the lecture
31 May	Launch the risk assessment survey	• Allow one week for responses; FlourishDx takes no more than 10 minutes, depending on items selected • Most responses arrive within 24–48 hours; add a 48–72 hour extension if needed
7 June	Close the survey and schedule the focus group	• Close the assessment, thank participants and explain next steps • Give plenty of notice of the focus group date (you might run more than one)
14 June	Community of Practice Analyse survey results	• Attend the Community of Practice session to discuss progress with peers • Note key insights: the main hazards, anything unexpected, and where you want more detail. Use these to plan the focus group agenda
21 June	Module 3 · Wed 23 June Plan the focus group agenda	• Use our focus group guide to plan the session and report on results • If possible, bring someone to take notes • Prepare slides or a handout of the survey findings • Attend the live lecture on risk controls for ideas to explore with the group
28 June	Conduct the focus group	• Start with the key hazards identified in the survey • Invite ideas on how to address them, and any further thoughts since the survey • Collate findings into key themes and actions
5 July	Community of Practice Reflect on the activity and what you could improve	• Attend the Community of Practice meeting to discuss your findings and identified controls