

## TEMPLATE Civility Matters Project Survey - XXXXX

### Instructions and Disclaimer

**As part of the effort to address civility in the workplace, please complete this 10 minute assessment.**

**Civility refers to the intentional, conscious awareness of the impact that our thoughts, behavior and words have on the quality and consequence of our social and professional interactions. Civility speaks to the fact that one's claim to well-being and joy is as important and valid as that of someone else.**

**Your engagement in this survey and the feedback that you provide are important for the project's goal of shifting the culture in healthcare. To this end, your participation in this survey is encouraged and is completely voluntary.**

**Your responses are kept anonymous. In the free text fields to the survey, please feel free to expand on any of your responses, but refrain from naming people or providing details which would identify a particular individual. A summary of the results will be shared with your department.**

**If you have any questions or issues with the survey, please contact your Manager.**

### PRIVACY DISCLAIMER

**The health authority will not collect, use, or disclose personal information through this survey. Please do not provide any of your personal information or any third-party information (i.e. information about others) in your survey responses.**

1. For each of the statements below, how often do you feel this way about your job?

	Never	Rarely	Sometimes	Often	Always
I am treated with dignity and respect where I work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel safe to raise an issue and express my feelings to the appropriate parties.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel safe psychologically at work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel I know how to de-escalate and resolve conflict in a respectful way at work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

(Optional) Please feel free to expand on any one or all of your responses.

\*Avoid using names or identifying information. (100 character limit)

2. In the past 6 months, how often have you experienced the following behaviours exhibited by a hospital staff member (co-worker, physician or leadership)?

	Daily	Weekly	Monthly	Rarely	Never
<b>General rudeness</b> (e.g., side conversations, interrupting, not listening/being ignored)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Gossiping</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Dismissive gestures</b> (e.g., eye rolling, sighs, muttering...), including forms of microaggression (whether intentional or unintentional)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Belittling or berating comments</b> (e.g., public criticism)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Use of foul or unprofessional language</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Taking credit for someone else's ideas or work</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

(Optional) Please feel free to expand on any one or all of your responses.

\*Avoid using names or identifying information. (100 character limit)

3. For each of the statements about your team, please indicate your level of agreement.

**The team I work with...**

	Strongly disagree	Disagree	Neither agree or disagree	Agree	Strongly agree
Makes an effort to create a good place to work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Welcomes and takes into consideration all views expressed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Works together to problem solve.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communicates in an effective way.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has a set of shared objectives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Supports each other's learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Celebrates each other's contributions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

(Optional) Please feel free to expand on any one or all of your responses.

\*Avoid using names or identifying information. (100 character limit)

4. "Psychological safety is when we feel included, safe to learn, safe to contribute, and safe to challenge the status quo - all without fear of being embarrassed, marginalized, or punished in some way" (Clark, 2020). Another definition of psychological safety is "the absence of harm and/or threat of harm to mental well-being that a worker might experience" (Guarding Minds@Work).

Using these definitions, what is your perception of the level of psychological safety within your team?

- High level
- Moderate level
- Low level
- Non-existent level

5. Please leave any additional comments or suggestions below as to how you would like to see the project roll out

Thank you for your participation in this survey.