

SCU Psychosocial Hazard Management – Field Guide

This guide provides key controls for identifying, preventing, and managing psychosocial hazards at Southern Cross University. It applies to staff, students, contractors, and visitors across all SCU settings.

Identify Hazards

- Work demands, low control, poor support, bullying/harassment, remote/isolated work, traumatic events.
- Consultation with staff and students must occur when identifying risks.

Assess & Control Risks

- Document psychosocial risk assessments using SCU templates.
- Apply the hierarchy of controls – eliminate or reduce at source before administrative or support measures.
- Review risks after incidents, organisational change, or annually.

Training & Support

- Provide awareness training for all staff/students on psychosocial risks and reporting.
- Ensure supervisors are competent in early intervention and support processes.
- Promote access to SCU's Employee Assistance Program (EAP).

Remote/Isolated Work

- Implement check-in systems and reliable communications.
- Plan for fatigue risks and ensure emergency contacts are available.

Incident & Emergency Response

- Report psychosocial incidents via SCU's online system immediately.
- Serious psychological injuries must be notified to WHS regulators (QLD/NSW).
- Access crisis support services where required.

Records & Monitoring

- Maintain records of risk assessments, training, consultation, and incidents for at least 5 years.
- Supervisors and WHS must monitor and audit compliance annually.

⚠ Psychosocial hazards can cause serious harm. Always report concerns early and seek support. Consult WHS if unsure.