

Workplace Safety Self-Reflection Checklist for Audiologists in the Clinical Setting

The purpose of this self-reflection checklist is to identify specific safety concerns in your work environment to support a fruitful conversation addressing your unique workplace safety needs. Please select yes or no to the following questions and add notes as you see fit.

Safety Concern	Yes	No	Notes
I have the ability to hear the fire alarm system from anywhere in my workspace.			
I have the ability to hear crisis communications (for example: announcements over the PA system) from anywhere in my workspace.			
I have a system set up to communicate with my staff regarding a dangerous situation from anywhere in my workspace.			
I have the ability to see who is in my workspace before entering.			
I have the ability to lock all my workspace should I decide it is necessary.			
I have the ability and clear path to exit my workspace should it become unsafe.			
I have enough staff at all hours of my workday to respond to an unsafe or emergency situation.			
I have a system set up to notify the necessary people outside my office of an unsafe situation.			
There is a system in place that controls who has access to my workspace (e.g., badge swipe)			
Clinic policies are clearly posted in my workspace (e.g., lateness arrivals, fees, inappropriate behavior)			