

Burnout Prevention Assessment

Burnout is preventable and we can all help if we know what to look for and what to consider when having a conversation with a colleague or employee that feels extremely stressed, exhausted and/or overwhelmed.

Preventing burnout involves understanding our personal views on six key factors outlined by Dr. Christina Maslach: *Workload, Control, Insufficient Reward, Community, Fairness, and Values*. Drawing from Dr. Maslach's research, we've developed this self-assessment guide to help employees recognize and proactively address potential warning signs of burnout.

Below is a list of the six factors. Each question (Q) and action/reflection (A/R) is tailored to assess individual burnout thresholds and empower proactive measures. Rate your response on a scale from 1 to 5, where 1 indicates "Not at all" and 5 indicates "Very much". Identify factors with lower scores and utilize the accompanying actions or reflections to initiate positive changes. **Focus on what you can control.**

Workload

Q - Do you feel comfortable with your current workload?

1 2 3 4 5

A/R - Prioritize tasks based on urgency and importance. Break them down into smaller steps. Celebrate progress to regain control.

Control

Q - When it comes to the assignments and projects, do you believe you have sufficient influence over the approach and methods used?

1 2 3 4 5

A/R - Explore new methods or approaches to manage the work when a new project is assigned to you, and then coordinate a meeting with your supervisor to share your views.

Insufficient Reward

Q - Beyond financial compensation, are you satisfied with the overall recognition of your work or rewards for your contribution?

1 2 3 4 5

A/R - Be proactive in asking for positive feedback. Upon finishing a project, schedule a meeting with your boss/supervisor to do a debrief and receive feedback.

Community

Q - In terms of professional support, do you feel adequately connected with your team members, colleagues and supervisors?

1 2 3 4 5

A/R - Explore opportunities to increase social connection with your team members through informal coffee meets, a walk to buy lunch or participating in social or networking events.

Fairness

Q - Do you consider that the decision-making processes in your organization are transparent and fair?

1 2 3 4 5

A/R - Review your organizations' policies and processes to make sure that your perception is not misaligned with the existing structure. If you are still of the view that some processes are not transparent or fair, create one practical suggestions that you can share with your team.

Values

Q - Reflecting on your responsibilities and role, do you feel a strong alignment between the work you do and your personal values and beliefs?

1 2 3 4 5

A/R - Assess where your work fits and how it impacts the overall organization (even if you feel is a small impact). Sometimes a disconnection between our work and our values is simply the result of not understanding how our work matters within the organization.

Disclaimer – this tool is not meant to diagnose burnout or any other condition. This tool is meant to help individuals assess where they are as it relates to the six burnout factors so they can take the necessary steps to address them as needed.