

C1447 Cognitive-Psychosocial Job Demand Analysis

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						er:
Worker's Surname: First Name:						Initial:
Job Title:		Hours per shift:	urs per shift:			ek/shift rotation:
Company Name:				Completed I	oy:	
Employer Contact:				Phone Num	ber:	
Tasks	Tasks Date of Accident Job Demand Intensity		Date of Accident Job Demand Frequency		Comments	(brief description of job tasks)
Short term memory and recall The ability to recall and retrieve, on demand, information that has been previously learned.	 Not Required Low Demand – Minimal need to remember and recall information that is applied to work tasks and/or there are clear processes/instructions available to carry out work tasks. Moderate Demand – Recall information that is harder to remember because it is not often used or there are time constraints within which to recall the information. High Demand – Recall many different pieces of detailed information and/or sequences which may have to be recalled in demanding situations (e.g. tight timeline pressures or being out of control). 		□ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily			
Attention to Detail The ability to perform work tasks that require significant attention or understanding. Not Required Low Demand – Minimal attention concentration is required and this at an intense level. Errors made we not create serious difficulty. Moderate Demand – Significant at or concentration is required for matasks. Errors made would not impressafety of others. High Demand – Intense level of a or concentration is required. Errors would have detrimental conseque (e.g. safety of others).		aired and this is not carrors made would fficulty. - Significant attention equired for many would not impact ense level of attention equired. Errors made atal consequences	□ Rare	tant		
Completing multiple tasks The ability to perform and/or monitor more than one task or function at a time, and identify when tasks or functions require attention.	supervisor. Moderate Demand - multiple tasks at a tir exercise some time r judgement to determ High Demand - Cor concurrent tasks with high degree of time r	erruptions until arther direction from a - Completion of me with need to management and ine priorities. Inpletion of multiple, in need to exercise a	□ Rare	tant		

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each task.

Tasks	Date of Accident Job Demand Intensity	Date of Accident Job Demand Frequency	Comments (brief description of job tasks)
Mental Endurance The ability to effectively perform work tasks for a long period of time with little opportunity for breaks due to the nature of the work being performed. This also includes the ability to work regular, rotating, overnight or on-call shifts.	 □ Not Required □ Low Demand – Ability to take regular breaks throughout the work day and most often work shift ends at consistent time. □ Moderate Demand – May need to move breaks around working extended periods of time without stopping and/or often need to work over time. □ High Demand – Not able to take breaks at regular intervals, working non-stop for extended periods of time and/or performing overnight or on-call shifts. 	 □ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily 	
Problem solving/ Decision making The ability to work effectively when analyzing problems, organizing information, resolving issues or generating solutions.	 □ Not Required □ Low Demand – Minimal degree of judgement where any lapses would not create serious difficulty. □ Moderate Demand – Some level of judgement is required but does not assume the safety of others. □ High Demand – Significant level of judgement required and/or is responsible for safety of others. 	 □ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily 	
Self-supervision The ability to work effectively without supervision, including working remotely or when a supervisor is not available.	 □ Not Required □ Low Demand – Minimal self-supervision required and supervisor often provides work direction. □ Moderate Demand – Self-supervision is required with occasional direction from supervisor. □ High Demand – Pre-dominantly self-supervised with ability to contact supervisor if needed. 	 □ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily 	
Supervision of others The ability to work effectively in the role of supervisor, respecting organizational values and policies while meeting objectives.	 □ Not Required □ Low Demand – May be required to provide work direction to others with no other supervisory duties. □ Moderate Demand – Provides work direction and manages some elements of work performance of others. □ High Demand – Full supervisory responsibility of other employees. 	 □ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily 	
Time Pressures The ability to complete tasks within a given time period, work quickly when required, and/or manage time effectively so that all tasks are completed on time and at an acceptable level of quality.	 □ Not Required □ Low Demand – Majority of work is self-paced with minimal time constraints. □ Moderate Demand – Pressure to meet deadlines or work within time constraints and/or the volume of work is high and work pace is moderately fast. □ High Demand – Most work is performed under rigid time constraints and the volume of work is high (fast work pace or worker must extend the work day to manage work volumes). 	 □ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily 	

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Tasks	Tasks Date of Accident Job Demand Intensity		Comments (brief description of job tasks)	
Exposure to environmental distractions The ability to work effectively in the presence of visual, auditory or other distractions.	 □ Not Required □ Low Demand – Minimal distracting visual, auditory or other sensory stimuli present during some tasks or portions of the shift. □ Moderate Demand – Some presence of distracting stimuli during some tasks or portions of the shift. □ High Demand – Significant presence of distracting stimuli during most tasks or portions of the shift where it is essential. 	□ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily		
Interpersonal relationships (working cooperatively with others) The ability to work well, collaborate, and cooperate with all stakeholders, including management, coworkers, or clients.	 □ Not Required □ Low Demand – Minimal need to work cooperatively with others; however, may be in close proximity to others. □ Moderate Demand – May need to work in cooperation with others for some tasks and/or consult with others to complete tasks. □ High Demand – Work requires close cooperation with others and/or work within a team to complete tasks. 	 □ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily 		
Exposure to emotional situations and/or distressed individuals The ability to work effectively when exposed to emotional individuals in person or over the phone, or other communication channels such as social media.	□ Not Required □ Low Demand – Minimal exposure to emotionally stressful circumstances or emotionally distressed individuals and no direct interaction from worker is required to complete job duties. □ Moderate Demand – Some exposure to emotionally stressful circumstances or emotionally distressed individuals with whom the worker must interact with in order to complete job duties. Assistance is available. □ High Demand – Significant exposure to emotionally stressful circumstances or emotionally distressed individuals with whom the worker must interact with in order to complete job duties. Assistance is not available and implementation of de-escalation techniques is required.	□ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily		
Exposure to confrontational situations The ability to work effectively when confronted by an individual or when encountering confrontational situations requiring the employee to take action.	 □ Not Required □ Low Demand – Minimal exposure to confrontational situations and no direct interaction from worker is required to complete job duties. □ Moderate Demand – Some exposure to confrontational situations with whom the worker must interact with in order to complete job duties. Assistance is available. □ High Demand – Significant exposure to confrontational situations or hostile individuals with whom the worker must interact with in order to complete job duties. Assistance is not available and implementation of de-escalation and/or restraining techniques is required. 	□ Not Required □ Rare □ Occasional □ Frequent □ Constant □ Not Daily		

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Tasks	Date of Accident Job Demand Intensity		Date of Accident Job Demand Frequency		Comments (brief description of job tasks)
Verbal Communication The ability to effectively comprehend and communicate with others.		Not Required Low Demand – Basic communication skills required to comprehend and communicate information at a basic level within well defined parameters (e.g. communicate status of job or job task with supervisor to work crews). Moderate Demand – Moderate communication skills required to comprehend and communicate information fluently (e.g. to work crews). High Demand – Highly developed communication skills are required to comprehend and communicate complex information and ideas or communicate effectively in complex situations (e.g. explaining the design of a complex system, exchange information with physicians regarding public health issues, policy discussions, conflict resolution).		Not Required Rare Occasional Frequent Constant Not Daily	
Additional Task		Not Required Low Demand – Moderate Demand –		Not Required Rare Occasional Frequent Constant Not Daily	
		High Demand –			
Additional Task		Not Required Low Demand – Moderate Demand –		Not Required Rare Occasional Frequent Constant Not Daily	
		High Demand –			

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Des	scribe a typical work day.				
Hov	v long has this been your typical work day?	years	months		
1100	violiginas tilis beeli your typical work day:	ycars	monus		
List	primary job duties/responsibilities?				
	ould the worker have limitations, what acc	ommodatio	ons are available by the employer?		
(Ple	ease check off all that apply.)				
Wo	rkplace Accommodations:				
 □ No safety sensitive work (Example: working at heights, working with/around machinery, driving): □ Modify work environment (Example: minimal noise/distractibility, absence of psychological triggers – locations, sounds, smells; buildings, units) □ Modify work location (Example: buildings, units) □ No work with specific populations (Example: children, unhoused, distressed people, human suffering): □ No work with specific colleagues 					
	Other (Specify):				
Wo	rk Task Accommodations:				
	Modify work days/hours (Example: day/night shift Modify scheduled rest breaks (duration and/or free Partnered/supervised work Monitoring and feedback provided for safety sens Self-pacing of work tasks	equency)			
	Alternate work tasks (Specify): Reduced caseload/work volume (i.e. gradual incr	ragge in lovel	of reaponability)		
	Use of external aids	ease in level	or responsibility)		
	(Example: checklists for complex tasks, written no No/minimal time sensitive work	otes, calenda	r, reference materials/manuals, audible timer, etc.)		
	No direct supervision of others (if applicable)				
	Provision of relevant online courses/re-certification				
	(Example: CPR, First Aid, WHMIS, fork lift training physical restraining training)	g, eπective de	e-escalation techniques, non-violent crisis intervention,		
_	Assigned to only independent work tasks				
	Written communication only Other (Specify):				
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ls t	the date of accident position considered *safety-sensitive and/or *risk sensitive and/or *decision critical? □ Yes □ No (If yes, please check off all relevant job tasks that apply)					
	□ *Safety sensitive — a lapse in memory, attention/concentration, or problem solving that may impact safety of oneself and/or safety of others i.e., a performance error results in a high likelihood of direct harm. Occupations may include nurse, correctional officer, pilot, professional driver, etc.					
	*Risk sensitive – a position or class of positions identified by the employer normally remote from a work site but that has authority to direct safety-sensitive employees or make potentially high-consequence decisions within a hazardous work site. They include supervisors, technical experts, etc. who reside off-site but make safety-critical decisions and direct on-site employees conducting potentially dangerous tasks in potentially dangerous work environments. Performance limitations (e.g. due to substance use) could result in an incident or near miss as described above.					
	□ *Decision critical − a lapse in memory, attention, concentration may impact effective performance, productivity, financial/legal reputation, and liability of the workplace organization. This may include but is not limited to risks to property damage, digital information loss, proprietary breaches, legal liability, delayed completion of time sensitive job tasks or economic loss. Occupations may include corporate executives, supervisors/managers, lawyers, schoolteachers, information technology workers.					
	Driving					
	Working with and around equipment (Example: fork lift, bulldozer, crane, tractor, etc.)					
	Tool usage affecting safety of self and/or others (Example: knife, grinders, torch, etc.)					
	Working with animals					
	Climbing or working at heights Providing direct care to persons					
	Tasks including decision making which would affect another individual					
	Tasks in which errors made would have negative consequences including privacy of information/confidentiality, legal and/ or financial implications					
	Other (Specify):					

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ADDENDUM - FREQUENCY KEY

Frequency	% of workday	Duration of a 4-hour workday	Duration of an 8-hour workday	Duration of a 12- hour workday
Not Required (N/R)	0%	0	0	0
Rare	1 - 5%	1 - 5% 1 to 12 minutes < 25 minutes per day		1 to 36 minutes per day
Occasional	6 - 33%	13 minutes to 1 hour 19 minutes per day	25 minutes to 2 hours 40 minutes per day	37 minutes to 3 hours 58 minutes per day
Frequent	34 - 66%	1 hour 20 minutes to 2 hours 38 minutes per day	2 hours 41 minutes to 5.5 hours per day	3 hours 59 minutes to 7 hours 55 minutes per day
Constant	67 - 100%	2 hours 39 minutes to 4 hours per day	5.51 hours to 8 hours per day	7 hours 56 minutes to 12 hours per day
Not Daily	Tasks not required on a daily basis			N/A

Source: Workers' Compensation Board – Alberta Recommendations

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