

## Organizational Systems Health Assessment

1. Before organizational changes affect my work, I am officially informed about those changes.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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2. If I need information about organizational policies or processes, I know exactly where to find it.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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3. I get my information about organizational changes through “back channels”.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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4. The available information about organizational processes and policies is easy to understand.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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5. I am encouraged to speak with people outside of my area or department to get or exchange needed information.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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6. The expectations about how to communicate in my organization (i.e., whether and how to use text, email, phone, in-person meetings) are clear.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	6 - Totally
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7. I know how my role and work tasks fit into the functioning of the organization as a whole.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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8. I know what the other **departments** in my organization do.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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9. I know what the other **employees** in my organization do.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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10. A lot of conflict in my organization seems to stem from misunderstandings about policy or process.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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11. I have access to the resources and information I need to do my job well.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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12. Vacant positions in our organization are filled in a timely manner.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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13. When hiring a new employee, efforts are made to make sure that the individual's skills, experience, and other attributes will be a good "fit" in the organization.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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14. I feel like I'm not supposed to ask certain questions about how the organization works.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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15. If you were to ask three different people in my organization about how a specific process or policy works, you would get about the same answer.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	6 - Totally
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16. The policies in my organization are consistently and fairly applied.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	7 - Totally
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17. If I had to leave my job tomorrow, my projects and tasks would "fall through the cracks".

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	8 - Totally
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18. Job descriptions in my organization are clear and current.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	9 - Totally
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19. I am the only person who knows about what I do for my job and how I do it.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	10 - Totally
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20. I am the only person who knows about what I do for my job and how I do it.

1 – Not at all	2 – A Little	3 - Somewhat	4 – Mostly	5 - Totally
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**Scoring:** For all the questions **EXCEPT for 3, 10, 14, 17, and 19**, give yourself 1 point for answering “Not at All”, 2 points for “A Little”, 3 points for “Somewhat”, 4 points for “Mostly”, and 5 points for “Totally”. For Questions 3, 10, 14, 17, and 19, give yourself 5 points for “Not at all”, 4 points for “A Little”, 3 points for “Somewhat”, 2 points for “Mostly”, and 1 point for “Totally”. Write your score in the space below.

\_\_\_\_\_ points/100

To calculate your percentage, divide your score by 100 and multiply by 100. \_\_\_\_\_

