

## WORKFORCE RISK MANAGEMENT SERVICES

# WORKPLACE VIOLENCE PREVENTION PROGRAM SUPPORT

### An active and visible commitment to violence prevention creates more resilient and healthy workplaces.

Proactive prevention programs add a layer of safety, assurance and resilience to the protection of your people, operations, clients and community neighbors. They embed a common purpose and understanding of the full scope and impacts of violence in the workplace. Promote a shared responsibility in addressing concerns and engaging support at the earliest possible opportunity, well before a problem escalates to violence. Establish safe reporting options and cross-functional threat assessment teams. Focus on a positive and supportive workplace culture. And prepare for potential acts through practiced incident and post-incident response.

Whether you are improving or reviving an existing workplace violence prevention program or establishing a new one, the workforce risk management experts at Sikich can provide valuable support in developing successful programs that reach far beyond simple policies and protocols. We employ a flexible and adaptable framework to help you create safe work environments free from violence, harassment, intimidation and other disruptive behavior.

### WORKPLACE VIOLENCE PREVENTION NEEDS ASSESSMENT

Before developing or improving your workplace violence prevention program, it's critical to conduct a thorough evaluation of existing capabilities and resources. Our assessments include these key steps:

- Gather input from key stakeholders throughout the organization – including HR, Security, Facilities, Ethics and Compliance, Legal and Leadership
- Evaluate current policies, procedures, training, reporting options, case management, program monitoring, crisis communications and other factors
- Review employment screening techniques
- Review your worksite security posture
- Assess strengths and potential resources including external partners
- Recommend improvements and prioritize next steps



### WORKFORCE PERCEPTION SURVEYS

It is commonly acknowledged that concerning behaviors are vastly underreported. Taking the time to survey your workforce anonymously gathers critical, oftentimes surprising, insight into their challenges and perceptions as well as incidents of which the organization may not be aware. At the same time, employee awareness of current security measures and overall workplace culture can be assessed, as well as other critical facets of your approach to enterprise security risk management.

*continued...*

### QUESTIONS TO CONSIDER

- Are you aware of any concerning incidents that should have been reported but weren't and why?
- Do your employees understand the full spectrum of concerning behaviors that should be reported?
- Do you have a confidential and anonymous reporting mechanism(s) in place and are employees aware of reporting options?
- Do you have the resources to assess and manage concerning incidents internally?
- Does the organization periodically conduct violence prevention training?
- Do you have up-to-date processes and procedures that comply with legal and regulatory requirements?
- Are you in compliance with Occupational Safety and Health Administration (OSHA) and Society of Human Resource Management (SHRM) guidelines on workplace violence prevention?

## WORKPLACE VIOLENCE PREVENTION PROGRAM DEVELOPMENT

Emerging from the findings in the workplace violence prevention needs assessment combined with the guidance from our team of experts, we:

- Build a company-specific program that takes into account the mission and culture of your organization
- Draft new or enhanced policy language
- Factor in legal, compliance and privacy issues
- Recommend reporting and case management tools
- Provide best practices for forming a cross-functional threat management team
- Establish a tiered incident response protocol
- Suggest post-incident actions to ensure business continuity

## ESTABLISHMENT OF INTERNAL THREAT MANAGEMENT TEAMS

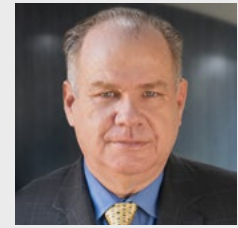
Internal threat management teams (TMT) are viewed as a vital component of active violence prevention, management and response. In fact, OSHA, ASIS and others recommend – in some cases require – that internal TMTs be part of workplace violence prevention policies and programs. When a threat or act of harm is reported, the TMT takes on the crucial role of assessing the level of risk and recommending an appropriate plan of action. Sikich Workforce Risk Management advisors can help establish and prepare this specialized team. We'll identify integral members across internal organizational functions – security, HR, legal and others; define roles, responsibilities and procedures; document a tiered response protocol and align external support resources for mitigating risks, reducing business disruption and maintaining trust and assurance in a system of prevention and support.

The benefit of your investment in workplace violence prevention extends beyond increased reporting of misconduct resulting in a safer workplace. An improved culture of trust and transparency also results in reduced turnover, employees willing to go above and beyond, higher quality work and better financial performance for the company.

*For more information about our services, visit [www.sikich.com](http://www.sikich.com).*



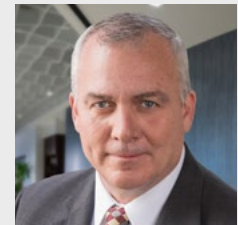
## OUR EXPERTS



**MATTHEW W. DOHERTY**  
MANAGING DIRECTOR

**T:** 202.306.6530

**E:** [matthew.doherty@sikich.com](mailto:matthew.doherty@sikich.com)



**NATHAN HUNT**  
SENIOR DIRECTOR

**T:** 224.715.1808

**E:** [nathan.hunt@sikich.com](mailto:nathan.hunt@sikich.com)

## CURRENT & ALIGNED

Our training curriculums align with guidelines, research and advisory at the forefront of proactive violence prevention and behavioral threat management including:

- Association of Threat Assessment Professionals (ATAP)
- ASIS International
- Department of Defense (DOD)
- Department of Homeland Security (DHS)
- Federal Bureau of Investigations (FBI)
- National Insider Threat Task Force (NITTF)
- Occupational Safety and Health Agency (OSHA)
- Society of Human Resource Management (SHRM)
- United States Secret Service (USSS)