

Support Contact Persons - Dignity at Work Policy

A support contact person is an employee of the HSE who has volunteered and received training to provide ***information and support*** on the **Dignity at Work policy** to colleagues who may feel that they are experiencing bullying, harassment and or sexual harassment. Discussions with the Support Contact are highly confidential, non-judgmental and off the record. This is also available for any employee against whom a complaint of workplace bullying or harassment has been made.

Please see list below for the names and contact numbers of the Support Contact People within the **former Dublin North East Area**. You can contact **any** of the Support Contacts for your area as listed below, **regardless of location**.

Elaine Birkett, National HR Division	(087) 7114090
Una McNulty, Louth PCCC, Drogheda	(087) 9064022
Ejiro O'Hare Stratton, Our Lady of Lourdes Hospital, Drogheda	(041) 9837601, extn 2440 or (087) 2646750
Avril Connolly, Park House, North Circular Road, D7	(087) 6832613
Noreen Naughton, Corduff Primary Care Centre, D15	(076) 6956768
Kim Senior, Ballymun Civic Centre	(086) 3835963
Jack Koers, Claremont Unit, Glasnevin, D11	(01) 7044417
Jackie Moody, North Circular Road, D1	(01)8566856
Shelia Hynes, Special Care Services	(01) 6305600 or (086) 7810496
Alva Paddle, PCRS, Junction 5 Business Park, Finglas, D11	(01) 8647100, extn 7642

How can a Support Contact Person support me in these circumstances?

Their role is to enable you to better understand the Dignity at Work policy which explains bullying, harassment and sexual harassment. The policy provides information on a range of options available to you and the Support Contact can discuss these options with you to allow you to decide what course of action, if any, you wish to take.

Who will know that I visited a Support Contact Person?

This support is available to all staff on a confidential basis. The only individual who will know about your visit is the support contact person.

Will the Support Contact Person help me if I am accused of bullying, harassment or sexual harassment?

Yes, this support is available to both people who may feel they are being bullied, harassed and or sexually harassed, or by staff who may have an accusation of bullying, harassment or sexual harassment made against them.

Will the Support Contact Person speak to the person who is bullying, or harassing me?

No, this is not their role. They will help you to better understand what is going on, but will not speak to anyone on your behalf.

Do I have to visit a Support Contact Person in my work area?

No, you can choose any Support Contact Person. Support Contact Persons are there to assist you over a short period of time, i.e. 3-4 visits **if required or via telephone**.

Copies of the HSE's Dignity at Work Policy are available from all local HR/Administration Offices or alternatively on the HSE Website; http://www.hse.ie/eng/staff/Resources/hrppg/Dignity_at_Work_Policy.html

August 2017