

HEALTHY WORKPLACES FOR ALL AGES

Human Resource Information:

The purpose of this campaign “Healthy Workplaces for all ages” is to assist Employees, Managers & the Organisation to recognise & manage the challenges of an ageing workforce. The HSE recognises its employees are its most important asset in the delivery of high quality health & social services & in particular recognise the valuable contribution of the older worker within the workforce with regards to skills & experience.

Health Services People Strategy 2015-2018:

The HSE Health Services People Strategy 2015-2018, Leaders in People Services, has been developed in recognition of the vital role of staff at all levels in addressing the many challenges in delivering health services to our service users. The HSE has committed to engage, develop & value their workforce to deliver the best possible care & services to the people who depend on them. A number of outcomes have been outlined in the People Strategy, with regards to staff health & wellbeing & the working environment to include:

Outcomes	How to achieve this
Staff Health & Wellbeing	Develop Staff Health & Wellbeing Strategy to support staff in managing their own health & wellbeing.
	Ensure policies & procedures are designed to enable staff to maximise their work contributions & work life balance.
Staff Working Environment	Strengthen occupational safety and health support and advice across the system to support managers in developing working environments that are conducive to the delivery of safer better healthcare
	Build on positive workplace initiatives that recognise our social and collective responsibilities to create sustainable and nurturing environments that recognise staff and value resilience and innovation.
	Put in place protocols to empower staff to raise concerns and take action if they perceive risks to service users, colleagues or themselves and support them in relation to adverse events.



You are never too young to plan!

Future planning for retirement should start at a young age and continue throughout an employees career.

Healthy workplaces promote sustainable work throughout the whole working life.

Have Your Say — The National Health Sector Staff Survey, 2016:

The Staff Survey “Your Opinion Counts” closed in October 2016 with a response rate of 15%. The aim of the survey was to access current staff opinions in order to identify opportunities for improvements which will help build a better health service for all. The results can be accessed at www.hse.ie/staffsurvey. Action planning to deal the results is underway. We now have an opportunity to demonstrate and measure our progress ahead of the next staff survey which is due to go out in Spring of 2018.



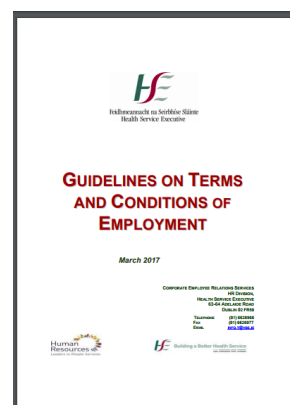
Flexibility of the HSE regarding Working Arrangements:

Being cognisant of the People Strategy, the HSE as an employer, has options available to its staff with regards to flexible working arrangements. We have highlighted some of these options that may be appropriate for you when planning your working life with the HSE.

The HSE has guidelines in place, which are designed to support employee work life balance in a manner which is conducive to the recruitment & retention of employees of the highest caliber, whilst seeking at the same time to make available attendance patterns which, in so far as is possible, aim to balance both domestic & work requirements.

Some examples of flexible working may include:

- Part time working
- Job share
- Flexi time
- Career break
- Shorter working year
- Carers Leave



Please note this is a non exhaustive list, all applications for leave are subject to the approval of your Line Manager. Human Resources, Corporate Employee Relations Service have developed a Terms and Conditions document, March 2017. This document includes information on leave entitlements, atypical working arrangements, after hours attendance, acting up, incremental credit and starting pay on promotion. To view or download [click here](#).

Queries from employees can be directed to the National Human Resources Helpdesk on 1850 444 925. Queries from Managers can be directed to HSE Corporate Employee Relations on 01 6626966. HR application forms for these schemes are available on the following web link: http://www.hse.ie/eng/staff/Resources/HR_Forms/

For queries relating to your pension plan, please contact your local Superannuation Office, contact details of the Superannuation offices nationally is available from the following web link http://hse.ie/eng/staff/benefitservices/Pension_Management/Local_Area_Contacts/. Briefings in relation to planning your retirement are also conducted by your local HR departments.