



# Tuarascáil Bhliantúil - 2004



## Seirbhís Chúnaimh d'Fhostaithe na Státseirbhíse

### Civil Service Employee Assistance Service (CSEAS)

Is seirbhís neamhspleách, inmhuiníne tacaíochta a ndéanann an Roinn Airgeadais comheagrú uirthi í an tSeirbhís Chúnaimh d'Fhostaithe na Státseirbhíse (SCFS)

### Ráiteas Misin

*"Seirbhís acmhainní agus tacaíochta den scoth, a fhágfaidh rian dearfach ar leas agus ar shláinte gach duine agus ar éifeacht na heagraíochta, a thairiscint don fhoireann uile"*

### Príomhghnéithe den SCFS

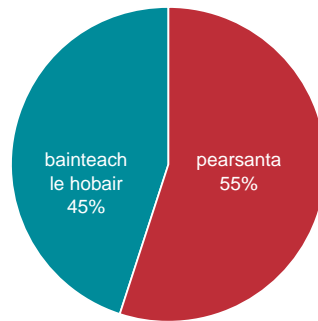
- Seirbhís Chomhairlithe/Seirbhís Chúnaimh do gach ball foirne atá ar seirbhís nó ar scor
- Seirbhís Chomhairleach do Bhainisteoirí/Mhaoirseoirí
- Acmhainn Faisnéise
- Cur le feasacht ar chúrsaí sláinte

Oibríonn Oifigigh Chúnaimh d'Fhostaithe de réir chóid cleachtais agus is comhaltaí de Chumann Lucht Gairme um Chúnamh d'Fhostaithe iad

Tá caighdeán proifisiúnta i bhfeidhm maidir le hímhuiníne

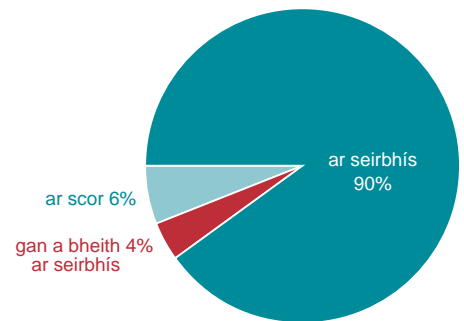
Sa bhliain 2004 rinneadh 8,086 teagmháil leis an tSeirbhís Chúnaimh d'Fhostaithe na Státseirbhíse (SCFS). Lorg 3,091 díobh sin cúnamh maidir le cúrsaí pearsanta nó le ceistanna a raibh baint acu le cúrsaí oibre. Dhéileáil an tSeirbhís Chúnaimh d'Fhostaithe na Státseirbhíse le thart ar 5000 ceist inar lorgaíodh faisnéis in 2004.

### Cás-obair



Ba mhaith liom buíochas a ghabháil leis na hOifigigh Chúnaimh d'Fhostaithe go léir as a ndíograis agus a ndúthracht i gcaitheamh 2004 agus seirbhís ghairmiúil tacaíochta á soláthar d'fhoireann na Státseirbhíse acu. Bliain dúshlánach a bheas sa bhliain atá romhainn nuair a ghéaróidh ar an gclár díláraithe. Táim lánchinnte go mbeidh ról barrthábhachtach ag an tSeirbhís Chúnaimh d'Fhostaithe i soláthar tacaíochta do lucht foirne a gcuirfidh athruithe eagrúcháin isteach orthu.

*Marie McLaughlin, Príomhoifigeach, An Roinn Airgeadais*

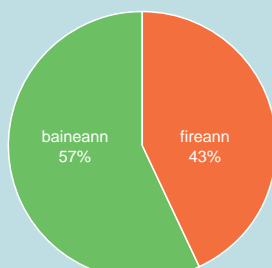


Ba mhaith liom thar ceann Líonra Sheirbhís Chúnaimh d'Fhostaithe a dhearbhu daoibh go bhfuil curtha roimpi ag an tSeirbhís Chúnaimh d'Fhostaithe na Státseirbhíse cúram a dhéanamh de leas agus de shláinte státseirbhíseach.

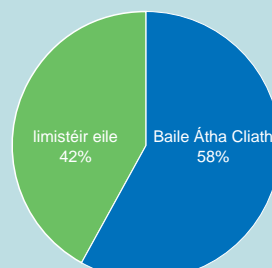
Tugtar faoi oiliúint chun seirbhís éifeachtach, ghairmiúil agus díograiseach, a mbeidh ar a cumas freagairt go cuí do riachtanais gach fostaí, a choinneáil ar siúl.

*Bernie Moran, Cathaoirleach, Líonra Aheirbhís Chúnaimh d'Fhostaithe*

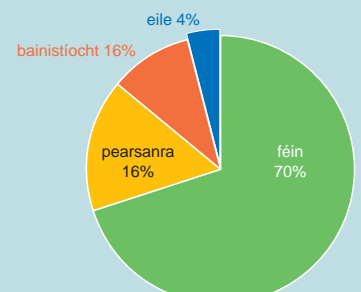
### Cás-obair



Cineál



Suíomh



Cé thionscain cur faoi chúram

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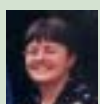
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## Gnóthaí Sóisialacha agus Teaghlach Social and Family Affairs



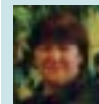
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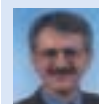


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## Iompair Transport

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**Dublin:**  
**Antoinette Mahon**  
(see D/Health and Children for details)

## Oifig Luachála Valuation Office Roinn an Taoisigh Department of the Taoiseach Oifig an Ard-Aighne AGs Stiúrthóra Ionchúiseamh Poiblí DPP an tSaotharlann Stáit State Laboratory Áras an Uachtaráin President's Establishment

**Maureen Byrne**  
(see D/Environment, Heritage and Local Government for details)

## An Príomh-Atur na Stáit Chief State Solicitors Office

## An tArd-Reachtair Cuntas agus Ciste Comptroller and Auditor General

**Damian Davy**  
**Kevin Farrell**  
**Triona King**  
**Aidan Newman**  
(see Revenue for details)

## Sláinte agus Leanaí Health & Children

## An tSeirbhís um Cheapacháin Poiblí Public Appointments Service

## An Coimisiún um Cheapacháin Seirbhíse Poiblí Commission for Public Service Appointments

## Oifig an Ombudsman Ombudsman's Office

**Antoinette Mahon**

## Tithe an Oireachtais Houses of the Oireachtas

**Bernie Moran**  
(see D/Education & Science for details)

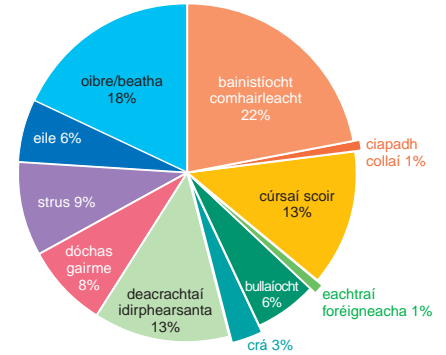


Bíodh baint acu le cúrsaí oibre nó le cúrsaí pearsanta soláthraíonn an tSeirbhís Chúnaimh d'Fhostaithe (SCF) timpeallacht inmhuiníne, shábháilte, neamhdhímheasúil inar féidir na roghanna atá ann chun fadhbanna a réiteach a iniúchadh. Soláthraíonn an SCF faisnéis, comhairle, tacaíocht, comhairliú/aistriú do lucht foirne agus nascann sí le gníomhaireachtaí lasmuigh nuair a bhíonn gá lena leithéid.

### Ceisteanna a bhaineann le cúrsaí oibre - 45%

- Fadhbanna cumarsáide, fadhbanna le caidreamh oibre
- Ualach oibre, cineál oibre, imní faoi leibhéal feidhmithe
- Cothromaíocht oibre/beatha
- Strus a bhfuil baint aige le hobair, eachtraí cinniúnacha
- Crá, ciapadh collaí, bullaíocht, eachtraí foréigneacha
- Iompar míchuí san ionad oibre
- Seirbhís chomhairleach do bhainisteoirí/mhaoirseoirí
- Scor, scor de dheasca drochshláinte
- Eile - ceisteanna nach furasta a rangú

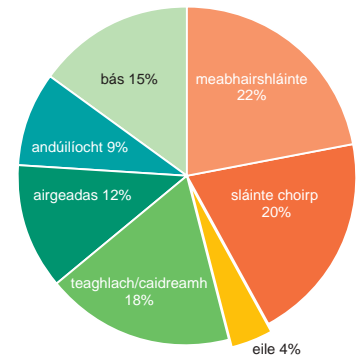
Earnálacha cás-oibre a bhaineann le hobair



### Ceisteanna Pearsanta - 55%

- Sláinte - imní, strus, dúlagar, ailse, agus cúraim eile maidir le sláinte
- Airgeadas - deacrachtaí gearrthéarmacha nó fadthéarmacha airgeadais, buiséadacht
- Caidreamh - scaradh, idirscaradh, tuismitheoireacht, cúram, collaíocht
- Andúilíocht - alcól, drugaí, bia, cearrbhachas, idirlíon, gnéas, obair
- Bás - brón, caill, bás le linn seirbhíse, pinsin/probháid phearsanta

Earnálacha cás-oibre a bhaineann le cúrsaí pearsanta

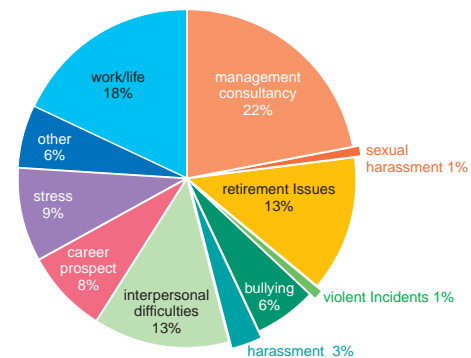


Work-related or personal, the CSEAS provides a confidential, non-judgemental and safe environment where the options to resolve issues can be explored. The CSEAS provides staff with information, advice, support, counselling/referral and where appropriate, liaises with outside agencies.

### Work-related Issues - 45%

- Communication difficulties, difficult working relationships
- Workload, nature of work assigned, anxiety about level of performance
- Work/life balance
- Work related stress, critical incidents
- Harassment, sexual harassment, bullying, violent incidents
- Inappropriate workplace behaviour
- Managers/supervisors advisory service
- Retirement, ill-health retirement
- Other - issues not easily classified

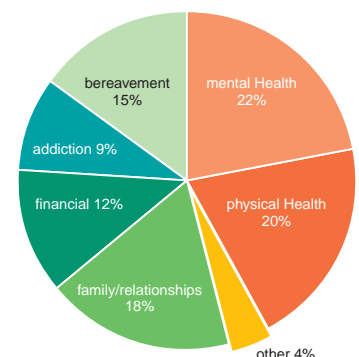
Categories of work-related casework



### Personal Issues - 55%

- Health - anxiety, stress, depression, cancer, and other health concerns
- Finance - short or long-term financial difficulties, budgeting
- Relationships - separation, divorce, parenting, caring, sexuality
- Addiction - alcohol, drugs, food, gambling, internet, sex, work
- Bereavement - grief, loss, death-in-service, pensions/personal probate

Categories of personal casework





# Annual Report – 2004



## Civil Service

# Employee Assistance Service (CSEAS)

The CSEAS is an independent, confidential support service co-ordinated by the Department of Finance

### Mission Statement

*"To offer a quality resource and support service for all staff which positively affects both individual health and well-being, and organisational effectiveness"*

### Key Features of the CSEAS

- Counselling/Referral Service for all serving and retired staff
- Advisory service for managers/supervisors
- Information Resource
- Raising Health Awareness

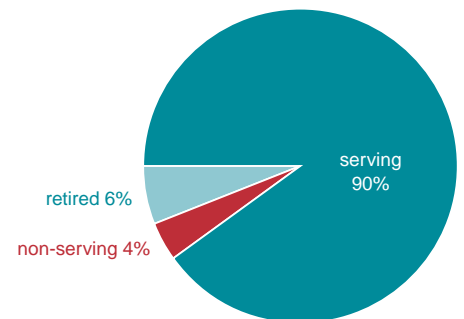
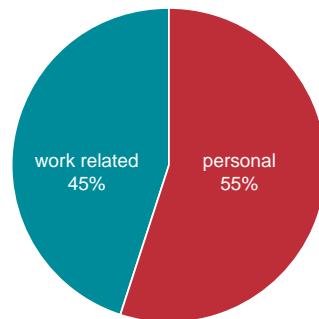
EAS staff work to a code of practice and are members of the Employee Assistance Professionals Association (EAPA Ireland)

Professional standards apply in relation to confidentiality

### Civil Service Employee Assistance Service (CSEAS)

In 2004, 8,086 contacts were made with the CSEAS. Of this number, 3,091 people sought assistance with either work-related or personal issues. Around 5,000 information queries were dealt with by the CSEAS in 2004.

### Casework



I would like to thank all of the Employee Assistance Officers for their dedication and commitment during 2004 in providing a professional support service to staff in the Civil Service.

The forthcoming year will be a challenging one as the decentralisation programme gains momentum and I have no doubt that the Employee Assistance Service will play a key role in supporting staff affected by organisational change.

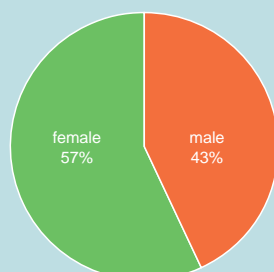
*Marie McLaughlin,  
Principal, Department of Finance*

On behalf of the Employee Assistance Service Network, I would like to assure you of the continuing commitment of the CSEAS to the health and wellbeing of civil servants.

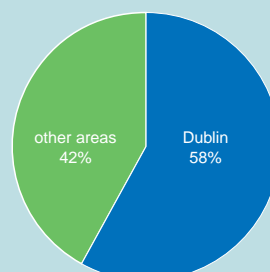
Continuing Professional Development is undertaken to maintain an effective, professional and dedicated service which can respond appropriately to the changing needs of all employees.

*Bernie Moran,  
Chairperson,  
Employee Assistance Service Network*

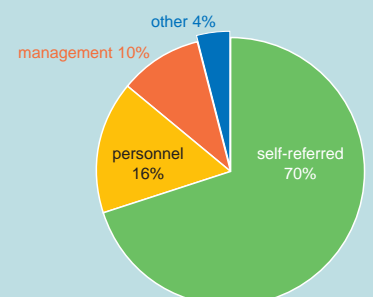
### Casework



Gender



Location



Referral Source