**Canberra Health Services**

**Resolving Workplace Issues – Work Bullying, Harassment and Discrimination**

|  |
| --- |
| Purpose |

The ACT Public Service Resolving Workplace Issues – Work Bullying, Harassment and Discrimination 2019 outlines employees’ rights to work in an environment free from workplace bullying, discrimination, harassment and to be treated with dignity and respect. It provides information and direction for all ACT Government Directorates and ACTPS employees regarding workplace issues.

|  |
| --- |
| Scope |

This ACT Public Service Resolving Workplace Issues – Work Bullying, Harassment and Discrimination 2019 applies to all Canberra Health Services (CHS) staff.

|  |
| --- |
| Where in CHS can I contact for more information? |

For further information regarding workplace issues please contact the Senior Director, Employment Specialist Services, People and Culture:

* Phone: 5124 9610
* Email: [CHS.WR@act.gov.au](mailto:CHS.WR@act.gov.au)

|  |
| --- |
| How can I access the document? |

The Resolving Workplace Issues – Work Bullying, Harassment and Discrimination 2019 document can be found at the following link and the ACT Public Service Employment Portal:

<https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0007/830194/RWPI-3-Work-Bullying-Harassment-and-Discrimination-061119.pdf>

The ACTPS Employment Portal (<https://www.cmtedd.act.gov.au/employment-framework/workplace-behaviours/resolving-workplace-issues>) has a number of resources designed to assist employees in resolving workplace issues:

* [Resolving Workplace Issues - Resources for Employees](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0005/830192/RWPI-1-Resources-for-Employees-061119.pdf)
* [Resolving Workplace Issues - Resources for Managers and Supervisors](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0007/830185/RWPI-2-Resources-for-Managers-and-Supervisors.pdf)
* [Resolving Workplace Issues - Preliminary Assessments](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0020/1442603/RWPI-4-Preliminary-Assessments.pdf)
* [Resolving Workplace Issues - Guidelines to the Misconduct Process](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0003/1437078/Guidelines-to-the-Misconduct-Process-Final-October-2019.pdf)
* [Resolving Workplace Issues - Guidelines for Misconduct Appeal Panels](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0017/1441241/guidelines-for-misconduct-appeal-panels-final-october.pdf)
* [Resolving Workplace Issues - Tips for Encouraging a Culture of Respect and Courteous Work Behaviour](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0009/830187/151216_Resolving_Workplace_Issues-Tips.pdf)
* [Resolving Workplace Issues - Additional](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0003/830190/160125_Resolving_Workplace_Issues-Additional.pdf)
* [Resolving Workplace Issues - Glossary](https://www.cmtedd.act.gov.au/__data/assets/pdf_file/0010/830188/160111_Resolving_Workplace_Issues-Glossary.pdf)

CHS has also developed a number of specific factsheets and additional information regarding a range of workplace issues. This information can be found on the HealthHUB under Employee Services:

<https://healthhub.act.gov.au/employment-resources/employee-services/hr-fact-sheets>

|  |
| --- |
| Search Terms |

Bullying, harassment, discrimination, respect, workplace issues

**Disclaimer**: *This document has been developed by Canberra Health Services specifically for its own use. Use of this document and any reliance on the information contained therein by any third party is at his or her own risk and Canberra Health Services assumes no responsibility whatsoever.*

*Policy Team ONLY to complete the following:*

|  |  |  |  |
| --- | --- | --- | --- |
| *Date Amended* | *Section Amended* | *Divisional Approval* | *Final Approval* |
| *17 June 2021* | *Complete Review* | *Raelene Burke, EGM, People & Culture* | *CHS Policy Committee* |
|  |  |  |  |

*This document supersedes the following:*

|  |  |
| --- | --- |
| *Document Number* | *Document Name* |
| *DGD17-003* | *Respect at Work – Resolving Workplace Issues* |
|  |  |