

## Stress Relief and Stress Reduction in the APS

**One on One (1/2 day), Small or Large Groups (1/2 to 1 day)**

Stress is now the largest contributor to sick days in the APS and staff at every level need some skills to cope. You may never be able to have a totally stress free life but you need to manage and prevent stress as much as possible.

**Comcare has revealed** that compensation claims for mental stress have risen 30 per cent since 2008-09 with the cost reaching \$70 million in 2010-11, up from \$53 million two years ago.

According to a report in the *Australian* newspaper, claims for stress from APS staff now accounted for 12.5 per cent of all claims made, up from 9.3 per cent in 2008-09.

*Comcare reports*

*more claims*

The figures also show the average cost to be around \$191,000 per injury compared with about \$47,000 for other types of workplace injury.

National Secretary of the Community and Public Sector Union (CPSU), Nadine Flood said the figures sounded a "warning bell" that public sector employees were under unprecedented pressure.

"If the Government tightens the belt too much, some employees will run out of oxygen," Ms Flood said.

"The announcement last week of a further \$1.5bn efficiency dividend cut will put even more pressure on frontline employees.

"This report is a warning bell that government needs to listen to frontline staff who are reporting to us they are under more pressure than ever."

Chief Executive of Comcare, Paul O'Connor said the situation could impede productivity and put upward pressure on insurance premiums.

"If you think about how many people are offline suffering the impact of mental harm at the workplace, it is quite staggering," Mr O'Connor said.

"If we didn't harm the people in the first place then they would be at work participating, being productive."

He said there was a risk of social exclusion if people were off work for a period of time and people with mental harm claims were off work for much longer.

"The risk of getting entrenched in that disadvantage is very high," Mr O'Connor said.

- Taken from PSNEWS December 2011

Stress seems like an inevitable part of life. The demands of work, home, and society can place a lot of stress on just about anyone. This one-day workshop will help you identify your personal stressors and will explore some ways to manage and prevent stress.

**How your team will benefit from this workshop:**

- Understand stress
- Be better able to deal with stressful situations
- Become more stress-resilient
- Personalize techniques to manage stress
- Develop organisational and problem solving skills

**What you will cover:**

- Defining stress
- The causes and costs of stress
- Understanding and managing precipitating factors
- Holmes-Rahe stress inventory
- The triple A approach: Alter, Avoid, and Accept
- Being flexible in the face of change
- Dealing with anger and worry
- Solving problems
- Building supportive relationships
- Using humour
- Relaxation techniques
- Nutrition, exercise, and sleep
- Making the most of vacations
- Redefine your expectations
- Getting organized at work and at home
- Delegating and saying no

**SCHEDULE**

<b>9:00am</b>	<b>WELCOME</b>
<b>9.15am</b>	<b>Module 1: Understanding Stress</b> Defining Stress The Causes of Stress The Costs of Stress Understanding and Managing Precipitating Factors Your Personal Stress Inventory
<b>10:30am</b>	<i>Morning Tea (15 Minutes)</i>
<b>10.45am</b>	<b>Module 2: Dealing with Stressful Situations</b> The Triple A Approach Alter Avoid Accept <b>Module 3: Becoming Stress-Resilient</b> Being Flexible in the Face of Change Dealing with Anger
<b>12:45pm</b>	<i>Lunch (45 minutes)</i>
<b>1:30pm</b>	Reducing Worry Solving Problems <b>Module 4: Managing Stress</b> Building Supportive Relationships Using Humour Relaxation Techniques Nutrition, Exercise, and Sleep Making the Most of Vacations
<b>3:00pm</b>	<i>Afternoon Tea (15 Minutes)</i>
<b>3:15pm</b>	<b>Module 5: Managing Time to Prevent Stress</b> Redefine Your Expectations Getting Organized at Work Getting Organized at Home Delegating Saying No
<b>4:45pm</b>	<b>Action Plan</b>
<b>5:00pm</b>	<b>Finish</b>



## Enrolment Form – Stress Relief and Stress Reduction in the APS

ABN 34 073 999 185

Send this form to Acorn: Fax (02) 6162 2077 or e-mail to [bookings@acorntraining.com.au](mailto:bookings@acorntraining.com.au)

We will ring you to organise a time to run the session.

Attendee's name	Email address	Phone Number
1.		
2.		
3.		
4.		
<b>Organisation</b>		
<b>Branch/Division</b>		
<b>Address</b>		
<b>Phone #</b>		
<b>Fax #</b>		

### **Payment Details**

---

Single attendee: \$595

Second and subsequent attendee: \$395

For larger groups please call for a quote

**1. Credit Card** (Amex, Diners, Visa, MasterCard)

Name \_\_\_\_\_ Card No \_\_\_\_\_

Expiry date \_\_\_\_\_

**2. Invoice**

Signed off by \_\_\_\_\_ Name \_\_\_\_\_

Email invoice to: \_\_\_\_\_

Terms: Payment is due on or before the day of the session.