

UNISON Stress Questionnaire

Members have been reporting increasing levels of stress at work is affecting their health and well-being. In order to gather evidence, which will be collated to discuss with management, the steps that can be taken to minimize the negative impact of stress in the workplace, encourage a focus on the health and wellbeing of members. UNISON Inverclyde Branch is conducting a stress questionnaire.

We would appreciate if you would take the time to answer the following questions. Your replies will be treated in the strictest confidence - we are not asking you to provide your name. You can complete the form online or complete the questions below. Please return the completed form to your Unison representative or direct to Unison Inverclyde Branch Office, by 31st October 2012

The questionnaire applies to all staff, Unison and non-Unison members alike. We hope that all members will appreciate the importance of this and take a few minutes to fill it in. You should find it takes no more than 10 to 15 minutes to complete.

Part 1: Background details

Q1 Which directorate do you work for?

- CHCP(social work & health)
- Education and communities
- Regeneration and Resources.....

Q2 What is your role?

- Professional
- Manual
- Administration
- Senior Post
- Management

Q3 Post title or description (eg Team Leader, classroom assistant, home care worker, project worker)

Q4 What is the status of your post?

- Permanent
- Temporary.....
- Fixed Term.....
- Sessional

Q5 What gender are you?

- Male
- Female.....

Q6 Do you consider yourself a disabled person?

- Yes.....
- No

Q7 What nationality are you?

- British
- Irish
- African.....
- Caribbean
- White/Asian.....
- White/Black African.....
- White/Black Caribbean.....
- Chinese.....
- Other

Q8 What age are you?

- Under 26
- 26-35.....
- 36-45.....
- 46-55.....
- 56+.....

Q9 What department are you in?

Part 2: Stress Symptoms

Q10 How would you describe your general health 3 years ago and now?

	<i>3 years ago</i>	<i>Present</i>
Good	<input type="checkbox"/>	<input type="checkbox"/>
Reasonable	<input type="checkbox"/>	<input type="checkbox"/>
:Poor	<input type="checkbox"/>	<input type="checkbox"/>

Q11 Are you experiencing, or have you experienced any of these stress symptoms in the last year?

	<i>Never</i>	<i>Sometimes</i>	<i>Often</i>
Headaches /migraine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aches/pains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High blood pressure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poor sleeping patterns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skin rashes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indigestion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stomach ulcers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asthma	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anxiety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Depression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heart disease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Changes in appetite	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exhaustion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased consumption of tobacco	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased consumption of alcohol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inability to concentrate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erratic moods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Low self esteem/confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q12 While working do you ever feel.....?

	<i>Never</i>	<i>Sometimes</i>	<i>Often</i>
irritated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Angry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frustrated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Helpless	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anxious	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Depressed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unable to cope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Over tired	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q13 Have you taken leave in the past 12 months due to work related stress?

Yes.....

No

If yes, for how long?

Q14 Have stress related symptoms returned on your return to work?

Yes.....

No

Q15 Has your GP suggested that your condition was due to your work?

Yes.....

No

Q16 Are you receiving treatment from your GP for stress related symptoms?

Yes.....

No

Part 3: Workload

Q17 Please estimate the average number of hours per week that you work (both on and off site).

30-35.....	<input type="checkbox"/>
36-40.....	<input type="checkbox"/>
41-45.....	<input type="checkbox"/>
46-50.....	<input type="checkbox"/>
51+.....	<input type="checkbox"/>

Q18 Please indicate how, your total workload has changed over the last five years, and two years

	5 years	2 years
Workload has decreased	<input type="checkbox"/>	<input type="checkbox"/>
Remained the same	<input type="checkbox"/>	<input type="checkbox"/>
Workload has increased	<input type="checkbox"/>	<input type="checkbox"/>

If your workload has increased, please go to questions 19 & 20 below.

If your workload has decreased or remained the same, please go to question 21 on the next page.

Q19 If your workload has increased, please indicate below the approximate extent by which it has changed.

	Over 5 years	Over 2 years
About a quarter	<input type="checkbox"/>	<input type="checkbox"/>
About a half	<input type="checkbox"/>	<input type="checkbox"/>
About quarters	<input type="checkbox"/>	<input type="checkbox"/>
About double	<input type="checkbox"/>	<input type="checkbox"/>
More than double	<input type="checkbox"/>	<input type="checkbox"/>

Q20 If your workload has increased please indicate on the scale below. Which factors have been significant in causing the increase? Which single factor has contributed most to your increased workload?

	Significant Factors <i>(you can tick more than one)</i>	Single most important factor <i>(pick one only)</i>
Changes in condition of service..	<input type="checkbox"/>	<input type="checkbox"/>
Changes to working practice/job remit	<input type="checkbox"/>	<input type="checkbox"/>
Admin (general)	<input type="checkbox"/>	<input type="checkbox"/>
Increased job requests/referrals	<input type="checkbox"/>	<input type="checkbox"/>
Inspection/auditing processes	<input type="checkbox"/>	<input type="checkbox"/>
Meeting targets/deadlines	<input type="checkbox"/>	<input type="checkbox"/>
Keeping up with new developments	<input type="checkbox"/>	<input type="checkbox"/>
Need to generate income	<input type="checkbox"/>	<input type="checkbox"/>
Requirement to undertake new tasks	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

Part 4: Factors Causing Stress

Q21 Which factors associated with your current post do you think create work related stress? Please circle on the scale below, how significant each of these factors are

	<i>Not Applicable</i>	<i>Occasional stress</i>	<i>Stressful</i>	<i>Very Stressful</i>
Dealing with new requests/referrals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
larger workload/caseload	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dealing with aggressive/violent behaviour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dealing with new and changed practice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dealing with new demands or initiatives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increase in administration duties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frequent changes to timetable, tasks hours of work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increased workload	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Need to hit targets/deadlines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long working hours	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increase in temporary/ part time contracts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inspection/auditing processes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lone working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Off site/multi site working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traveling time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of regular breaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff appraisal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Presenteeism - feeling unable to take time-off work sick or benefit from flexible working arrangements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q22 CONTROL - Which factors associated with your current post do you think create work related stress? Please circle on the scale below, how significant each of these factors are

	<i>Not Applicable</i>	<i>Occasional stress</i>	<i>Stressful</i>	<i>Very Stressful</i>
Not able to exert control over demands made	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of participation in decision making	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dealing with competing demands - unable to plan working day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work linked to deadlines & targets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Changes in terms & conditions without consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job changes without consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of funds/resources/ support to do the job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Given responsibility without the authority to take decisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insufficient time for training, learning and development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q23 RELATIONSHIPS - Which factors associated with your current post do you think create work related stress? Please circle on the scale below, how significant each of these factors are

	<i>Not Applicable</i>	<i>Occasional stress</i>	<i>Stressful</i>	<i>Very Stressful</i>
Bullying behaviour from managers/ staff/ clients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Harassment by managers/ staff/ clients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dealing with conflictual situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of line management support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Feeling isolated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of communication with staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New styles of institutional management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Feeling that you or your work is not valued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of involvement and information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q24 ROLE - Which factors associated with your current post do you think create work related stress? Please circle on the scale below, how significant each of these factors are

	<i>Not Applicable</i>	<i>Occasional stress</i>	<i>Stressful</i>	<i>Very Stressful</i>
Conflicting demands in job role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unclear job description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of support in job role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Efforts not valued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of participation in decision making	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of opportunity to progress in current job and promotion prospects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of career development opportunities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poor pay prospects due to type of contract or status (eg temporary, sessional, fixed term or agency)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q25 CHANGE - Which factors associated with your current post do you think create work related stress? Please circle on the scale below, how significant each of these factors are

	<i>Not Applicable</i>	<i>Occasional stress</i>	<i>Stressful</i>	<i>Very Stressful</i>
Pace and intensity of change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New educational initiatives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High degree of uncertainty about work due to re-organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High degree of uncertainty due to restructuring & redundancies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uncertainty due to merger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pressures from funding organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact of restructuring on workload/job responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Large increases in numbers of part time/temporary staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Changes without consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of participation in decision making	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q26 SUPPORT - Which factors associated with your current post do you think create work related stress? Please circle on the scale below, how significant each of these factors are

	<i>Not Applicable</i>	<i>Occasional stress</i>	<i>Stressful</i>	<i>Very Stressful</i>
Lack of information about what is going on	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Insufficient admin support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Feeling work not valued	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of management support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Limited or no access to training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Over competitive/ confrontational institutional culture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of funds/resources to do the job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of facilities, eg photocopiers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lack of facilities and support due to status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part 5: Overview

Q27 What do you see yourself doing five years from now?

- Working in the same post*.....
- Working in a promoted post*
- Working for another establishment in a similar post*.....
- Working for another establishment in a promoted post*.....
- Change career - no longer working in the service*.....
- Retired*

Q28 What are the two things, which would make a significant difference to the stress concerns identified above?

Q29 Please use the space below to provide any other information or comments you wish to make about workload and factors affecting levels of stress.

Thank you for taking the time to fill in the questionnaire. If you want to discuss any issues affecting you or colleagues at work in confidence contact your Unison workplace representative or the Unison Inverclyde Branch.

If you are not a Unison member you are welcome to join. Please contact Unison Inverclyde Branch for an application form or visit our website to join online

www.unisoninverclyde.org.uk