ESS Overview

Employee Self-Service

Overview | Personal Information | Benefits and Payment | Working Time

| History⌐ Back Forward

Employee Self-Service (ESS) provides you with easy access to information and services. This page gives you an overview of everything you can access through ESS.

Personal Information
Manage your personal information and banking information.

Benefits and Payment
View your benefit plan enrollment and display your pay advice.

Click on Personal Information

Personal Information: Absence Quotas

Employee Self-Service   Download Forms

Overview | **Personal Information** | Benefits and Payment | Working Time

| History, Back Forward

Personal Information

Addresses and Phone Numbers
Update contact information.

Bank Information
View banking information.

Family Members/Emergency Contact
View information on family members and dependents.
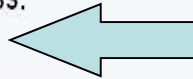Update emergency contact information.

Personal Data
Update your personal data.

E-mail Address
View your e-mail address.

Absence Quotas
Display your absence quotas here.

Click on
Absence Quotas

Personal Information: Absence Quotas

ESS Overview: Log Off

Click Log Off to exit ESS

Please note that it is very important to Log Off ESS when you are finished with your session, especially when using a shared computer.

For More Information

For more information on ESS, please contact:

- Please ask your Manager First

- Further questions email **PeopleSofthelp@cdha.nshealth.ca**