

Absence Management Product Suite

Product summary



Background

Long-term absence places a far greater financial burden than the occasional sick day. The Confederation of British Industry (CBI) estimates that although long-term absence accounts for just 5% of all absence cases, it is responsible for a third of the total time lost through absence. The major causes of long-term absence are musculo-skeletal injury and stress. The Department for Work and Pensions (in developing a framework for Vocational Rehabilitation) states that:

“Musculo-skeletal conditions caused 12.3m lost working days in 2003. Mental ill health caused 13.5m lost working days.” For each lost time accident, statistics suggest that the cost to the organisation through direct and indirect costs, is on average £20,000.

Overview

A review of absence management will focus on ways to improve existing policies and procedures.

Objectives

The true cost of risk and absence is often not appreciated by the organisation.

This project aims to:

- Review absence across the organisation through audit and provides a practical solution to address, manage and reduce absence across the organisation

- Make an impact on the cost of absence and to ensure that the organisation is fully aware of what is causing absence and how this can be reduced. Emerging trends are analysed and suggestions made for implementing improved systems for controlling absence in conjunction with human resources (HR), health and safety managers (H&S) and any internal occupational health provider.

Features

- Level 1 (generic and cost-free) – a framework/template which gives you a standard absence management solution:
 - printed/electronic material offering advice
 - a template policy document.

This may lead to you requiring additional consultancy services to help implement these plans and thereby reduce absenteeism.

- Level 2 (custom-built option) – a total solution that is tailored to your organisation’s needs:
 - full audit including recommendations for improvement
 - write absence management policy.

Duration

Varies.

Provider

Berrymans Lace
Mawer.

Format

- Consultation with the organisation involving all key stakeholders.
- A detailed review of existing absence management including some consultation with staff.
- New policies and procedures created in conjunction with the organisation are recommended.
- Full report to strategic and operational management.
- Training for key staff if appropriate.
- Six and 12 month review.

- Development of sick policies for short term absence (tends to be a policy driven HR problem) and development of sick policies for long term absence (tends to be a policy driven medical problem as well as HR. Backed up by rehabilitation services, injury management, stress management, etc.)
 - Train managers
 - Back-up support
 - Major incident counselling.

Benefits

- Potential reduction in the cost of absence
- Improved internal absence/sickness/HR policies and procedures
- Promotes a greater control of the employee risks across the organisation.

Where this would be useful

Organisations with 500 plus employees. Multi-sited and diverse organisations where the cost of absence is unchecked and have experienced increased levels of absence. Organisations who are concerned that cost of absence is a future risk for them and wish to implement strategies to be able to manage absence.

Who is it aimed at?

All organisations but particularly larger employers and multi sited/structured organisations – this is a project that involves consultation and discussion with senior managers across the organisation.

For further information
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