

# High Sick Leave Consumption Human Resources



KPI Owner: JP Hamm

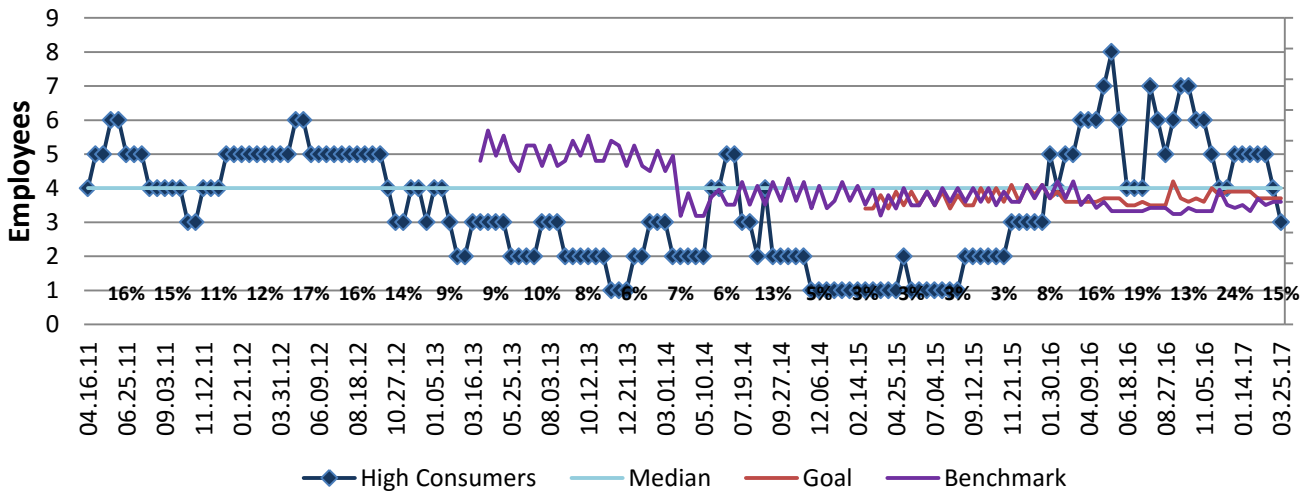
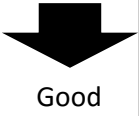
Process: Sick Leave Management

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY15 average rate 3% Goal: Compared to FY14, reduce the number of high sick leave consumers to <=10% (2 employees) of total employees each month.  Benchmark: 11% LMG Top Quartile Oct2014	Data Source: Payable Time Peoplesoft  Goal Source: Enterprise KPI for productivity  Benchmark Source: OPI sick leave study	Plan-Do-Check-Act Step 8: Monitor and diagnose  Measurement Method: # of employees who used 9 or more out of 12 sick days in a 12 month period; rate calculated by dividing by total employees  Why Measure: Promote a culture in which sick time is used appropriately  Next Improvement Step: Determine as needed root causes of what makes performance less than desirable

### How Are We Doing?

04.12.15-03.25.17 Rolling 52wk Avg Goal	03.27.16-03.25.17 12 Month Actual		03.27.16-03.25.17 Goal	03.27.16-03.25.17 Actual	
4	5		4	3	
Employees	Employees		Employees	Employees	

## High Sick Leave Consumption



**Root cause analysis is not necessary, there have been a small number of individuals that have legitimately used sick.**