

# High Sick Leave Consumption Public Works & Assets SWMS



KPI Owner: Keith Hackett

Process: Sick Leave Management

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: 40% of total employees - Oct 2012 Goal: Reduce the number of employees with high sick leave consumption to 25% or less of all employees. Benchmark: 15% calendar year 2012	Data Source: Payable Time Peoplesoft Goal Source: Dept Management Team Benchmark Source: OPI sick leave study	Plan-Do-Check-Act Step 5: Pilot short term and/or long term solutions Measurement Method: The number of employees in a department who have used 9 or more out of 12 sick days in a 12 month period Why Measure: Promote a culture in which sick time is used appropriately Next Improvement Step: Implement new sick leave report across all divisions and validate effectiveness

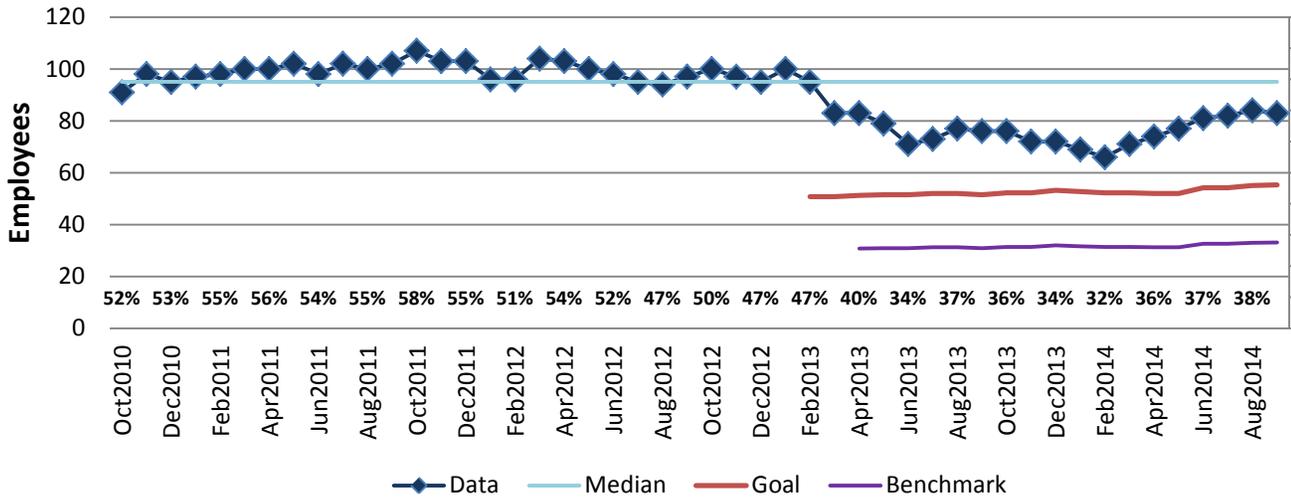
## How Are We Doing?

Sep2013-Sep2014 12 Month Avg Goal	Sep2013-Sep2014 12 Month Average		Sep2014 Goal	Sep2014 Actual	
<b>53</b>	<b>76</b>		<b>55</b>	<b>83</b>	
Employees	Employees		Employees	Employees	

## High Sick Leave Consumption



Good



# Brainstormed Root Causes

Culture

Union Contracts

Lack of Incentives and/or Disincentives

Lack of Knowledge