

High Sick Leave Consumption Information Technology



KPI Owner: Terri Yates

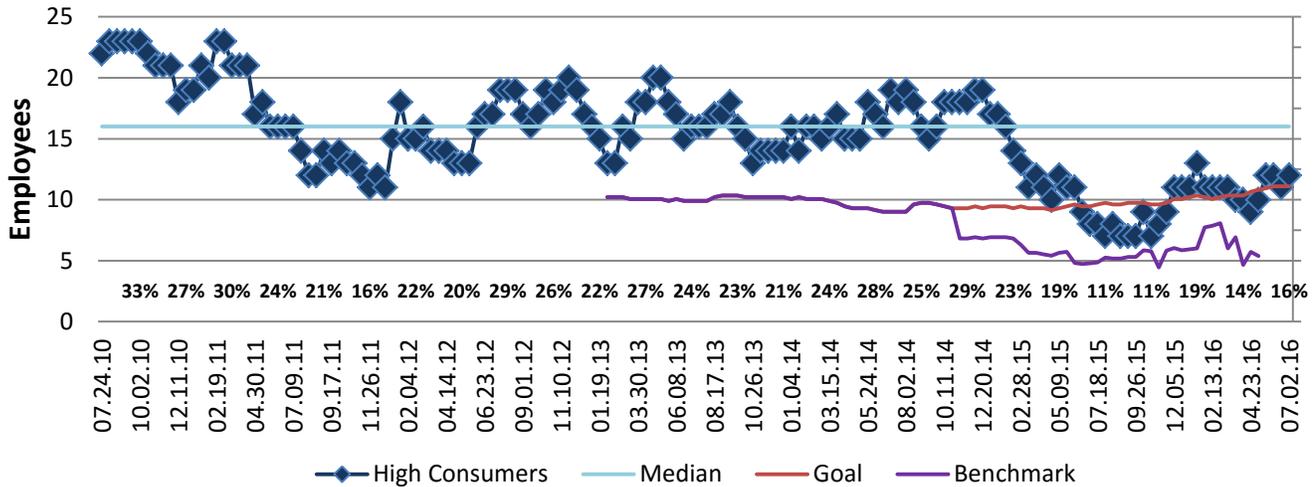
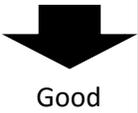
Process: Sick Management

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: CY12, 16 Employees Per Month Goal: Reduce the number of employees with high sick leave consumption to 15% or less of total staff (approximately 10 people) Benchmark: 7.47% LMG Top Quartile 05/07/16	Data Source: Payable Time Peoplesoft Goal Source: Scope Summary Benchmark Source: Enterprise KPI Report	Plan-Do-Check-Act Step 4: Generate and prioritize potential solutions 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: Work w/employees to code leave as FMLA where warranted. Cont. coaching efforts for employees with high sick

How Are We Doing?

07.20.14-07.02.16 Rolling 52wk Avg Goal	07.20.14-07.02.16 Rolling 52wk Avg		07.05.15-07.02.16 Goal	07.05.15-07.02.16 Actual	
10	10		11	12	
Employees	Employees		Employees	Employees	

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Root cause analysis is not necessary because there is no gap between the goal and current performance.