

High Sick Leave Consumption Public Health & Wellness



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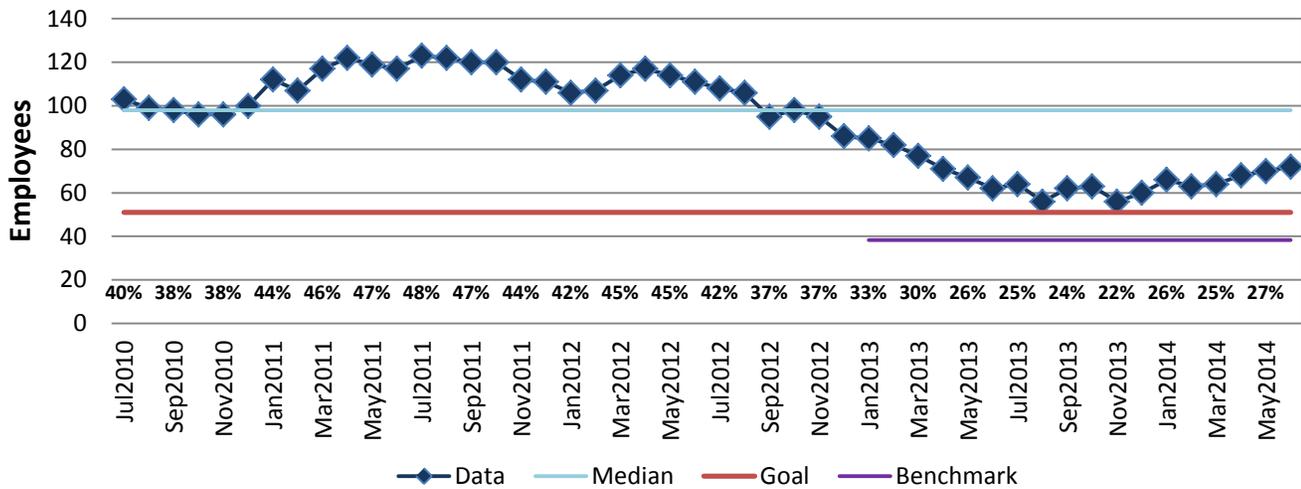
Process: Sick Leave Management

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY12- 45% of total employees (115) Goal: Reduce the number of employees with high sick leave consumption to no more than 20% of the total number of public health and wellness employees by June 30, 2015. Benchmark: 15% of workforce	Data Source: PeopleSoft Goal Source: Internal Analysis Benchmark Source: OPI Internal Study of LMG	Plan-Do-Check-Act Step 3: Determine and quantify root causes 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 where sick time is used appropriately Next Improvement Step: Collect data on explanatory factors associated with sick leave usage

How Are We Doing?

Jul2013-Jun2014 12 Month Goal	Jul2013-Jun2014 12 Month Actual		Jun2014 Goal	Jun2014 Actual	
51	64		51	72	
Employees	Employees		Employees	Employees	

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Good

The seven basic quality tools, "5 Whys" technique, brainstorming and other methods will be applied to the measure graphed above. The purpose of using the tools/methods is to understand what makes performance less than desirable if performance is not best in class.