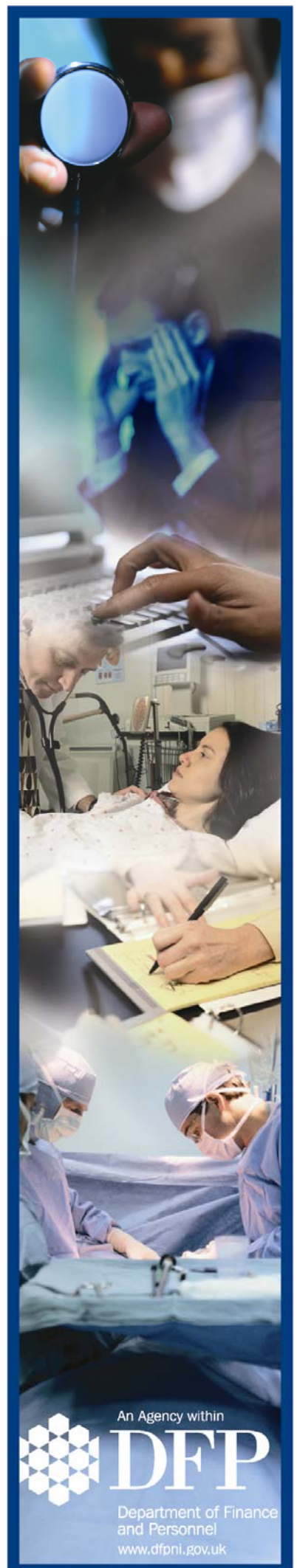


**Analysis of Sickness Absence
in the
NI Departments
2007/2008**



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The reader should note that 'NICS' refers to the 'Eleven NI Departments'.

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Executive Summary

- ▶ This report provides a detailed analysis of sickness absence data for non-industrial staff in the eleven NI Departments over the 2007/2008 financial year. It also contains analyses of trends over the last five years and an evaluation of the progress that has been made towards absence targets.
- ▶ In 2007/2008 the headline absence figure was 12.9 days (average days lost per staff year); down from 13.7 days in the previous year.
- ▶ The proportion of staff with no absence has increased from 32.8% in 2002/2003 to 43.1% in the current financial year.
- ▶ The headline absence level represents 5.8% of available working days lost and has a direct paybill cost of £24.5 million.
- ▶ The level of absence was highest in the Administrative Officer (AO) grade (17.4 days). Female officers at this grade level had a particularly high level of absence - 20.8 days on average.
- ▶ More generally, the absence level of females (16.5 days) was markedly higher than that of males (9.2 days). A substantial disparity remained even when Pregnancy Related/Postnatal illnesses were taken into account.
- ▶ Analysis by department revealed that the level of absence ranged from 7.4 days in DETI to 16.9 days in DSD. A large part of this variation was attributable to differences between departments in terms of their grade, gender and age profiles.
- ▶ The high level of absence in the NICS was due, in large part, to the 11.4% of staff who were absent from work on a long-term basis for an average of 62.0 working days. This relatively small group of staff accounted for 69.4% of the total days lost.
- ▶ The main reason for long-term absence, was Psychiatric/Psychological illnesses. The proportion of long-term working days lost due to illnesses of this type has increased year on year, with one exception, from 28.4% in 2000/2001 to 39.5% in the 2007/2008 financial year.
- ▶ The NICS fell short of its 2007/2008 absence target and will have to increase its strategic focus on the frequency and, in particular, the duration of long-term absence if it is to get back on the trajectory required to achieve the Ministerial target set for 2010.

Key Facts

	2002/ 2003	2003/ 2004	2004/ 2005	2005/ 2006	2006/ 2007	2007/ 2008
Proportion of Staff with No Recorded Spells of Absence	32.8%	34.5%	38.5%	41.0%	40.7%	43.1%
Days Lost per Staff Year	15.4	15.5	14.2	13.4	13.7	12.9
Percentage of Available Working Days Lost	7.0%	6.9%	6.5%	6.0%	6.2%	5.8%
Total Number of Working Days Lost	356,376	372,817	351,421	328,141	322,640	284,833
Estimated Cost of Absenteeism¹ (£ Million)	24.3	26.1	25.3	25.4	25.6	24.5
Average Number of Spells per Staff Year	1.7	1.6	1.3	1.2	1.2	1.1
Proportion of Working Days Lost by Certification						
Certified	79.5%	80.4%	82.9%	83.3%	83.7%	83.1%
Self-Certified	20.5%	19.6%	17.1%	16.7%	16.3%	16.9%
Long-term Absence						
Proportion of Working Days Lost due to Long-term Absence	64.0%	64.6%	68.5%	68.4%	69.3%	69.4%
Frequency Rate ²	13.7%	14.1%	13.2%	13.0%	13.7%	12.5%
Average Duration (Working Days)	62.1	60.6	64.2	62.0	60.5	62.0
Short-term Absence						
Average Number of Spells per Staff Year	1.51	1.41	1.13	1.04	1.00	0.95

A more detailed analysis of this information is presented throughout the report.

¹ Please note that any information provided in this report on the cost of absence is calculated on the basis of each individual's actual salary and not average salaries.

² Frequency Rate is the average number of long-term absences per employee, expressed as a percentage.
(No of spells of absence in the period /No of employees) x 100

Chapter 1
Working Days Lost Through Sickness Absence

1. Working Days Lost Through Sickness Absence

1.1 Introduction

In 2007/2008 an average of 12.9 days were lost by non-industrial staff as a result of sickness absence. This figure is lower than the previous year (13.7 days). This overall level of absence represents 5.8% of available working days and, in paybill terms, is estimated to have cost in the region of £24.5 million.

The following pages look at the variation in the levels of absence across departments, grades, gender and age groups over time. Further information can be found in Appendix 2, with information on seasonal effects on the onset of absence included in Appendix 3.

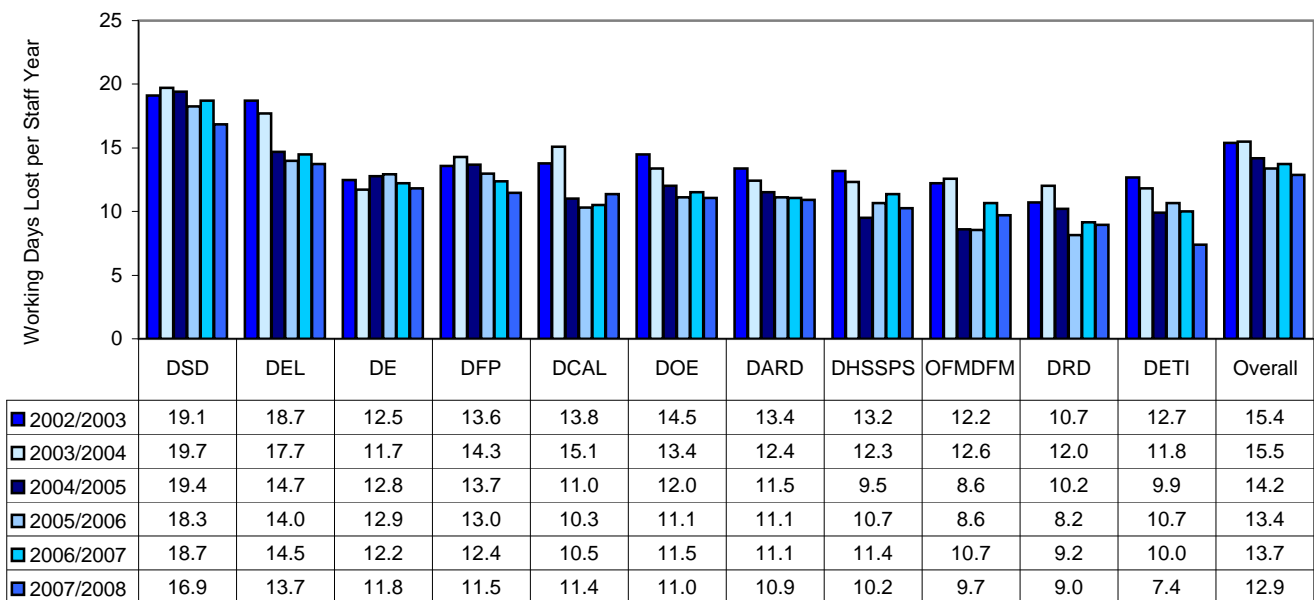
1.2 Departmental Variation

The level of absence ranged from 16.9 days in DSD, to 7.4 days in DETI. The absence rate in DSD was equivalent to a loss of 7.6% of available working days, whereas the rate in DETI amounted to 3.4% of available working days (Table 4, Appendix 2).

Ten of the eleven departments achieved a reduction over the previous year in the average number of days lost. In percentage terms, this reduction was greatest in DETI (26.0%). Only DCAL had an increase in the average number of days lost (8.4%).

Figure 1³

Average Number of Days Lost Per Staff Year by Department 2002/2003 - 2007/2008



Note:

1. Staff from the Office of the NI Assembly Ombudsman are included in the DFP figure for 2002/2003 to 2004/2005.
2. Staff from HSENI and OFREG are included in the DETI figure.
3. Staff from the Parliamentary Commissioner for Complaints and the Planning Appeals Commission are included in the DFP figure for 2002/2003 to 2003/2004.

³ Please note that the data in Figure 1 is displayed to 1 decimal place for presentational reasons only and if trying to calculate percentage increases or decreases on a year to year basis the user should note that the percentages shown may not match due to rounding of figures.

1.3 Grade Level

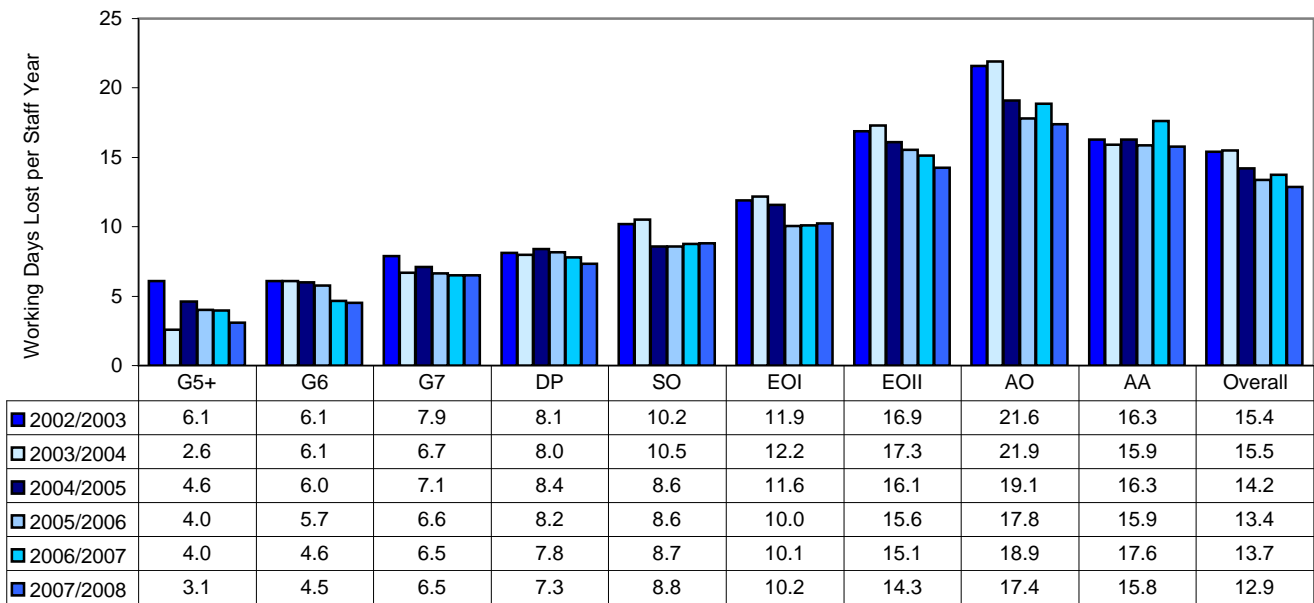
In 2007/2008, as with previous years, the level of absence was highest for staff at or analogous to Administrative Officer (AO) grade (17.4 days). Female officers at this grade level had a particularly high level of absence - 20.8 days on average. Analysis by department revealed that the level of absence among female AO's ranged from 12.4 days in DETI to 27.1 days in OFMDFM (Table 12, Appendix 2).

From AO level upwards the days lost decreased at each successive grade to reach a low of 3.1 days at Grade 5 and above.

Compared with the previous financial year, six of the nine grade levels showed a decrease in the average number of days lost during 2007/2008 whilst two grades (EOI and SO) showed a slight increase.

Figure 2

Average Number of Days Lost Per Staff Year by Grade Level 2002/2003 - 2007/2008



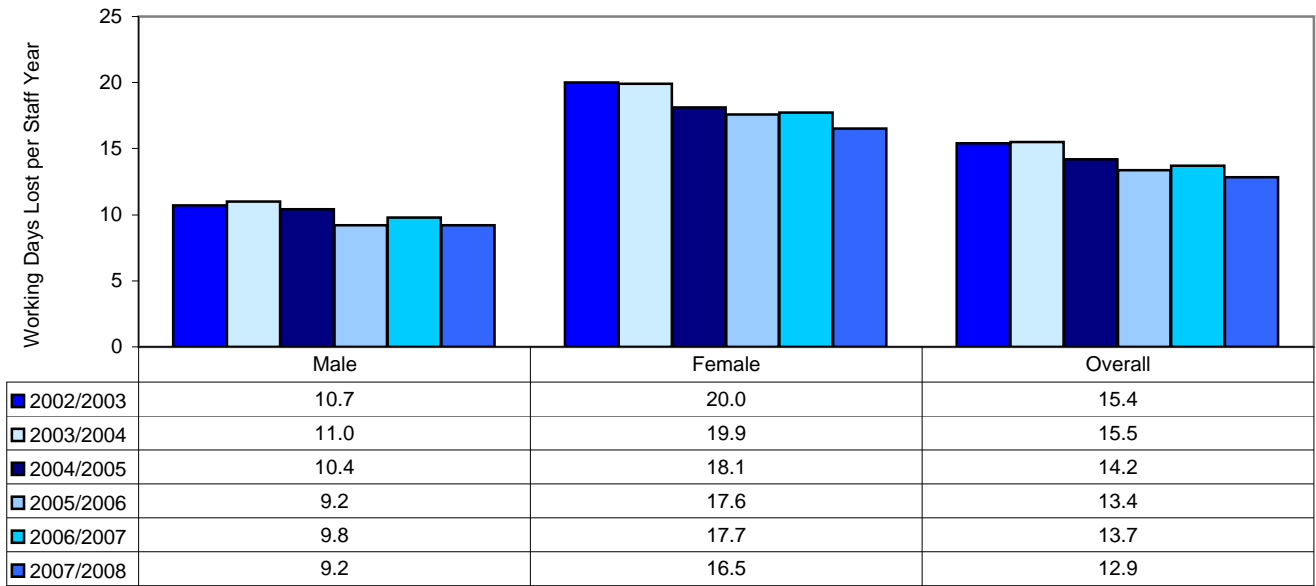
⁴ Please note that the data in Figure 2 is displayed to 1 decimal place for presentational reasons only and if trying to calculate percentage increases or decreases on a year to year basis the user should note that the percentages shown may not match due to rounding of figures.

1.4 Gender

In 2007/2008 the level of absence decreased for both males and females. The level of absence for females (16.5 days) was markedly higher than the level for males (9.2 days). When *Pregnancy Related/Postnatal* absences were removed from the calculations the female level of absence, while reducing to 14.0 days, remained substantially higher than the male level.

Figure 3

Average Number of Days Lost Per Staff Year by Gender 2002/2003 - 2007/2008



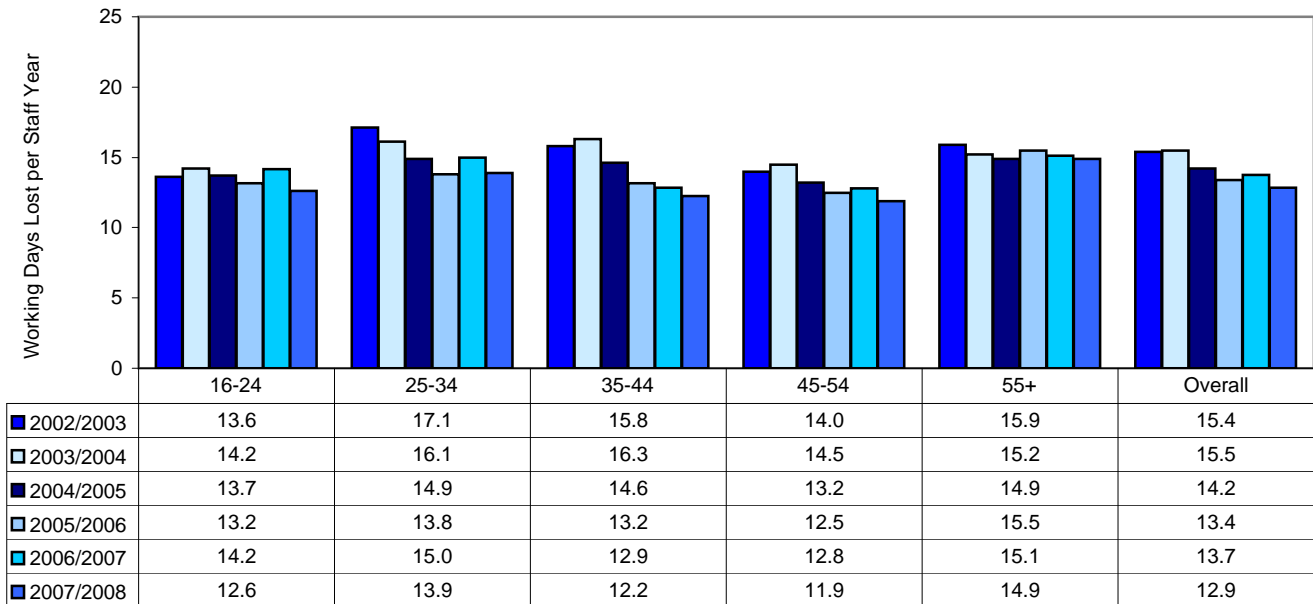
1.5 Age Group

In 2007/2008 the absence level of staff ranged from a low of 11.9 days for those aged 45-54, to a high of 14.9 days for those aged 55 and over. Compared with the previous financial year, the absence level decreased in each of the five age groups. This decrease was largest among staff aged 16-24 (10.9% decrease from the previous year).

The self-certified absence level, which decreased with age up until the 45-54 age group, was highest for those aged 16-24 (3.2 days). Certified absence levels ranged from a low of 9.4 days for staff in the youngest age category to a high of 13.1 days for staff in the oldest age category (Table 7, Appendix 2).

Figure 4⁵

Average Number of Days Lost Per Staff Year by Age Group 2002/2003 - 2007/2008



It is evident from the information presented throughout this report that levels of absenteeism vary considerably by grade, gender and age. As such, the staff profile of a department will have a major bearing on its overall absence rate. It is important to bear this in mind when making departmental comparisons. The extent to which a department's staffing profile can influence its overall absence rate (most notably in the cases of DSD and DEL) is illustrated by the analysis presented in Appendix 4.

⁵ Please note that the data in Figure 4 is displayed to 1 decimal place for presentational reasons only and if trying to calculate percentage increases or decreases on a year to year basis the user should note that the percentages shown may not match due to rounding of figures.

Chapter 2 Spells of Sickness Absence

2. Spells of Sickness Absence

2.1 Introduction

This chapter considers the number and average duration of recorded spells of sickness absence. Supporting information can be found in Appendix 5.

2.2 Number of Absence Spells

The upward trend in the proportion of staff with no sickness absence has continued in 2007/2008 with 43.1% of staff falling into this category. A further 32.8% of staff had one recorded absence and 15.7% were absent on two separate occasions during the year. The remainder of staff (8.3%) were absent from work through illness on three or more occasions.

Overall, non-industrial staff in the NICS had an average of 1.1 spells of sickness absence, lower than the figure as found in the previous financial year (1.2 spells).

Figure 5

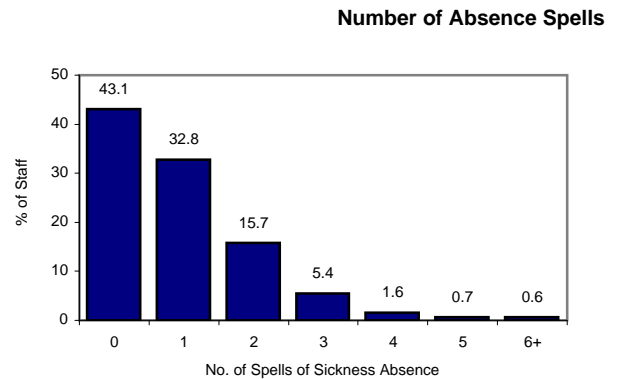


Figure 6

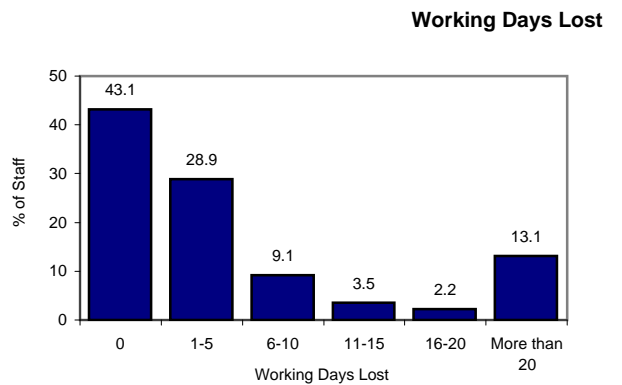
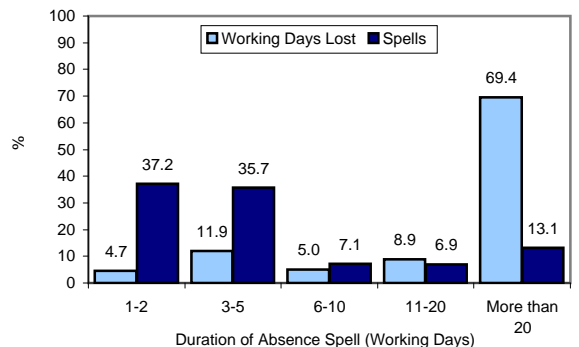


Figure 7

2.3 Duration of Absence Spells

As shown in Figure 7, the majority of absence spells are short-term in nature, with 72.9%⁶ of absence spells lasting for five working days or less. These absences accounted for 16.6% of the total working days lost (Figure 7). Long-term spells of absence (i.e. those lasting for more than 20 consecutive working days) accounted for 13.1% of all spells of absence. These absence spells accounted for 69.4% of the total working days lost.

Duration of Absence Spells



⁶ Please note that the data in Figures 5, 6 and 7 are displayed to 1 decimal place for presentational reasons only and if summing any of the percentages shown, the user should note that the totals may not match due to rounding of figures.

Figure 8

Proportion of Absence Spells by Certification

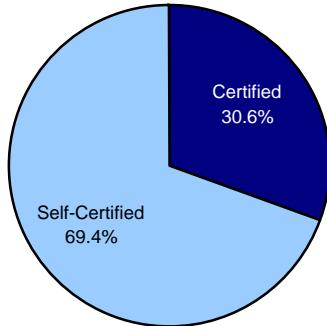
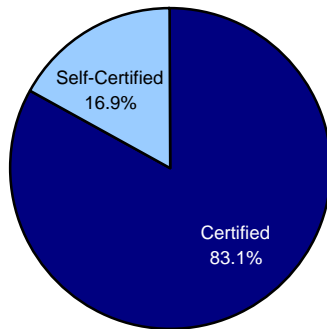


Figure 9

Proportion of Working Days Lost by Certification



2.4 Self-Certified/Certified Absences⁷

Self-certified absences made up 69.4% of all spells of sickness absence. This was a larger proportion than that found in the previous financial year (68.7%). The remaining absence spells (30.6%) were covered by a medical certificate.

Figure 9 shows that 83.1% of the working days lost were covered by a medical certificate, giving rise to a certified absence rate of 10.7 days per staff year (4.9% of available working days). Shorter term absences covered by self-certification accounted for 16.9% of the working days that were lost, resulting in a self-certified absence rate of 2.2 days per staff year (1.0% of available working days).

On average, self-certified absences lasted 2.9 working days whereas certified absences lasted 31.9 working days.

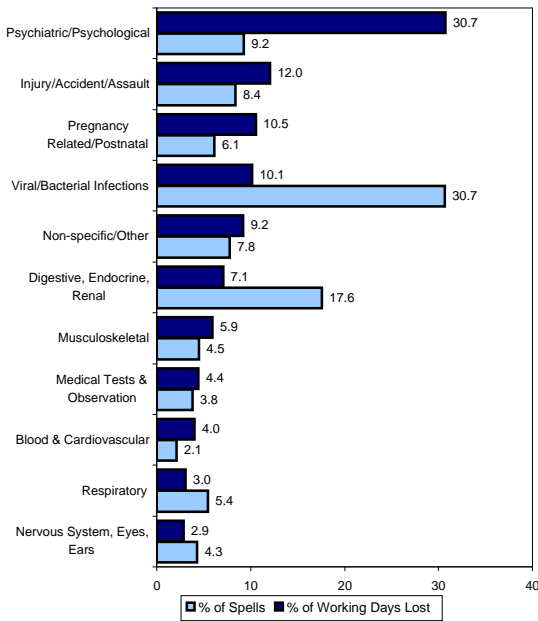
⁷ By comparing these results with the information presented on the duration of absence spells, the reader will notice that some of the absence spells which lasted five working days or less were certified.

Chapter 3
Reasons For Sickness Absence

3. Reasons for Sickness Absence

Figure 10

Overall Reasons for Absence



3.1 Overall

Psychiatric/Psychological illnesses accounted for 30.7% of working days lost in 2007/2008, a slightly higher proportion than the previous financial year (29.2%). As can be seen in Table 1, absences in this category tended to be long-term, lasting an average of 39.0 days. This was higher than the previous financial year (37.8 days). A further breakdown of *Psychiatric/Psychological* illnesses can be found in Table 7, Appendix 7.

Viral/Bacterial Infections (mainly colds and flu) accounted for the largest proportion of absence spells (30.7%). These were generally short-term in nature, lasting on average 3.9 working days.

An analysis of the reasons for certified and self-certified absences and trend information is presented in Appendix 6.

Table 1

Average Duration of Absences by Reason

Reason for Absence	Average Duration (Working Days)
Psychiatric/Psychological	39.0
Blood & Cardiovascular	22.3
Pregnancy Related/Postnatal	20.2
Injury/Accident/Assault	16.8
Musculoskeletal	15.4
Non-specific/Other	13.8
Medical Tests & Observation	13.6
Nervous System, Eyes, Ears	7.9
Respiratory	6.6
Digestive, Endocrine, Renal	4.7
Viral/Bacterial Infections	3.9

The following tables show the percentage of the total working days lost attributable to each reason for absence, disaggregated by grade, gender and age group. Shading has been used in each table to highlight the illness category which accounted for the largest proportion of the working days lost at each grade level.

Table 2

Reasons for Absence by Grade Level

Reason for Absence	% of Working Days Lost									
	G5+	G6	G7	DP	SO	EOI	EOII	AO	AA	
Musculoskeletal	0.3	0.2	2.2	7.2	5.2	5.8	6.3	5.5	7.6	
Blood & Cardiovascular	18.2	12.4	2.5	5.8	6.8	5.1	4.6	2.8	3.0	
Respiratory	5.0	7.5	3.5	4.5	2.9	3.7	3.0	2.8	2.5	
Digestive, Endocrine, Renal	1.4	5.5	8.4	8.2	8.5	5.8	6.6	7.4	6.6	
Nervous System, Eyes, Ears	0.7	0.8	3.2	3.4	3.4	2.7	2.4	2.7	3.5	
Pregnancy Related/Postnatal	0.0	0.9	8.1	4.3	7.4	6.5	11.8	13.4	9.0	
Psychiatric/Psychological	23.0	33.9	26.6	21.9	26.0	26.9	33.4	32.6	31.9	
Viral/Bacterial Infections	18.8	11.1	10.9	11.4	12.5	11.7	9.2	9.7	9.1	
Injury/Accident/Assault	12.2	10.5	19.6	14.6	13.0	15.1	10.4	11.0	12.0	
Medical Tests & Observation	1.0	1.0	1.5	3.9	5.6	4.1	4.3	4.6	4.6	
Non-specific/Other	19.4	16.4	13.5	14.6	8.8	12.6	7.9	7.5	10.1	
Total	100	100	100	100	100	100	100	100	100	

3.2 Grade Level

Table 2 shows that *Psychiatric/Psychological* illnesses accounted for the largest proportion of the working days lost among staff at all grade levels.

Table 3

Reasons for Absence by Gender

Reason for Absence	% of Working Days Lost	
	Male	Female
Musculoskeletal	6.7	5.5
Blood & Cardiovascular	5.8	3.0
Respiratory	3.4	2.8
Digestive, Endocrine, Renal	7.7	6.8
Nervous System, Eyes, Ears	2.5	3.1
Pregnancy Related/Postnatal	n/a	16.4
Psychiatric/Psychological	32.1	30.0
Viral/Bacterial Infections	12.5	8.8
Injury/Accident/Assault	14.7	10.5
Medical Tests & Observation	4.8	4.3
Non-specific/Other	9.8	8.8
Total	100	100

3.3 Gender

As in the previous seven financial years, *Psychiatric/Psychological* illnesses accounted for the largest proportion of the total working days lost among both males and females (32.1% and 30.0% respectively).

Among males, the second highest proportion was *Injury/Accident/Assault* (14.7%), while for females the second highest proportion was *Pregnancy Related/Postnatal* illnesses (16.4%).

3.4 Age Group

As with the previous five financial years, *Psychiatric/Psychological* illnesses accounted for the largest proportion of working days lost among staff in all age groups during 2007/2008.

Table 4

Reasons for Absence by Age Group

Reason for Absence	% of Working Days Lost				
	16-24	25-34	35-44	45-54	55+
Musculoskeletal	4.1	5.2	5.7	6.8	7.4
Blood & Cardiovascular	1.3	1.6	4.4	4.7	9.0
Respiratory	3.7	2.2	2.1	4.4	3.6
Digestive, Endocrine, Renal	11.0	8.3	6.1	6.3	5.4
Nervous System, Eyes, Ears	1.5	2.6	2.9	3.2	3.5
Pregnancy Related/Postnatal	10.9	22.5	11.4	1.8	0.4
Psychiatric/Psychological	31.0	26.4	33.9	34.1	26.0
Viral/Bacterial Infections	13.9	11.6	9.2	9.1	8.5
Injury/Accident/Assault	10.8	9.3	11.5	13.5	17.2
Medical Tests & Observation	3.7	4.2	3.8	4.8	6.4
Non-specific/Other	8.0	6.2	8.9	11.4	12.6
Total	100	100	100	100	100

Chapter 4 Long-term Sickness Absence

4. Long-term Sickness Absence

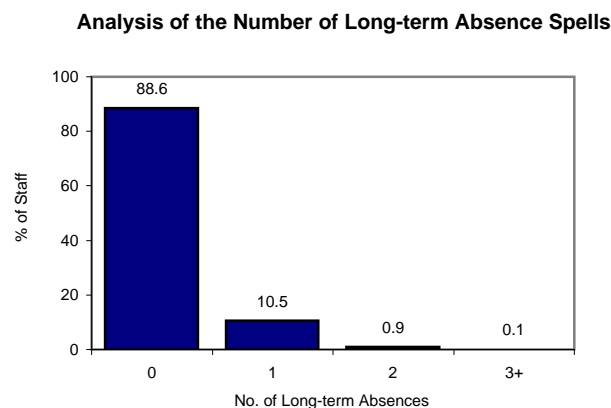
This chapter considers long-term absence, which is defined as any spell of absence lasting more than 20 consecutive working days in the 2007/2008 financial year. Supporting information can be found in Appendix 7.

4.1 Prevalence of Long-term Absence

A total of 2,933 staff (11.4%) in the NICS had one or more spells of long-term absence. This was a decrease on the previous financial year (12.3% of staff).

The frequency rate⁸ of long-term absence (12.5%) equates to 3,192 spells. As already highlighted in Chapter 2, long-term absences accounted for 69.4% of the total working days lost throughout the year. The cost to the paybill of these long-term absences is estimated to be in the region of £16.4m and was equivalent to losing the work of approximately 891 full-time staff for the entire year.

Figure 11

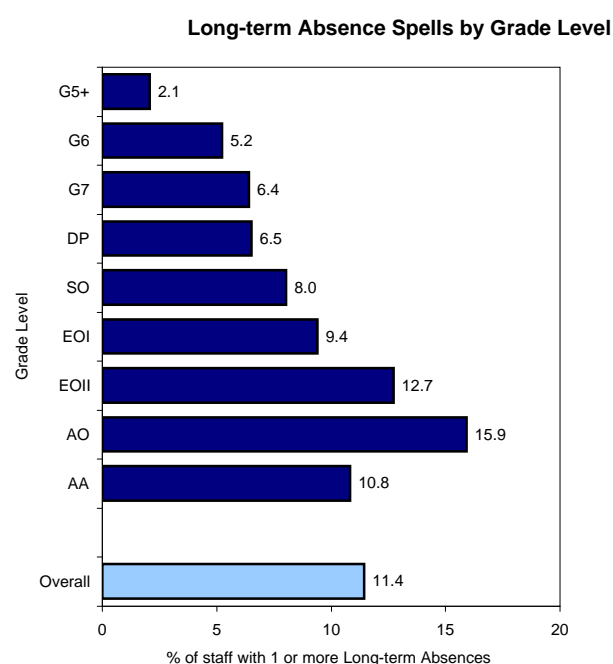


Number of Long-term Absences	Number of Staff	Percentage of staff
0	22,684	88.6
1	2,689	10.5
2	231	0.9
3+	13	0.1
Total	25,617	100.0

4.2 Grade Level

As with the previous five years, the incidence of long-term absence was highest at the AO grade, where 15.9% of staff had one or more spells of long-term absence during the year (Figure 12). From AO level upwards the incidence of long-term absence decreased at each successive grade level. Staff at AA level had the third highest incidence of long-term absence (10.8%).

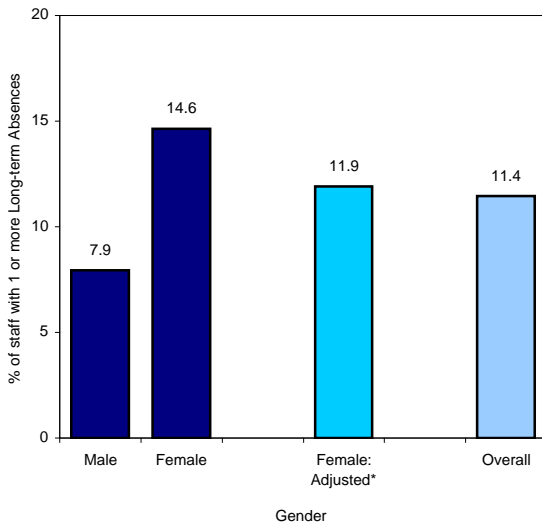
Figure 12



⁸ Frequency Rate is the average number of long-term absences per employee, expressed as a percentage. (No of spells of absence in the period/No of employees) x 100

Figure 13

Long-term Absence Spells by Gender



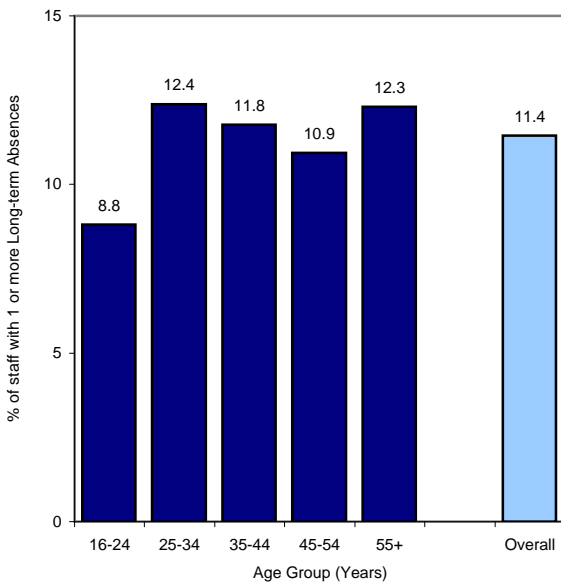
* Excludes Pregnancy Related/Postnatal Absences

4.3 Gender

The proportion of females with one or more spells of long-term absence (14.6%) was significantly higher than the comparative male proportion (7.9%). When all long-term Pregnancy Related/Postnatal absences were excluded from the calculations, the proportion of females who had one or more spells of long-term absence (11.9%) remained higher than that of males (Figure 13).

Figure 14

Long-term Absence Spells by Age Group



4.4 Age Group

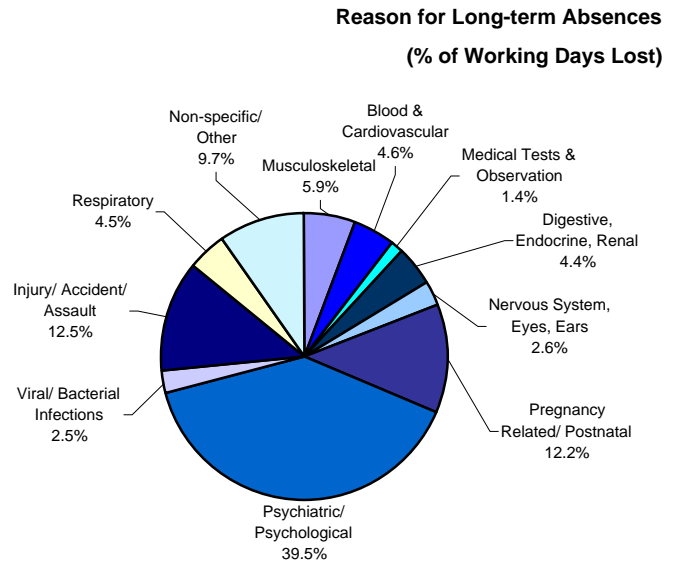
The incidence of long-term absence was lowest in the 16-24 age group, with 8.8% of staff having one or more spells of long-term absence during 2007/2008 (Figure 14). Staff in the 25-34 age group were most likely to be absent on a long-term basis, with 12.4% having one or more spells of long-term absence. Long-term absences attributed to 66.0% of the total working days lost among staff in this age group (Table 3, Appendix 7).

4.5 Reason for Long-term Absence

Figure 15

Psychiatric/Psychological illnesses accounted for 39.5% of long-term working days lost. With one exception, this figure has increased every year since 2000/2001.

The category of *Psychiatric/Psychological* illnesses covers a broad range of conditions - the most frequent being 'Problems related to life-management difficulty'. Further details on long-term spells of absence due to *Psychiatric/Psychological* illnesses can be found in Table 7, Appendix 7.



% of Long-term Working Days Lost	
Financial Year	Psychiatric/Psychological
2002/2003	35.6
2003/2004	35.3
2004/2005	36.6
2005/2006	37.3
2006/2007	37.4
2007/2008	39.5

Chapter 5 Ministerial Targets

5. Ministerial Targets

5.1 Introduction

During 2005, Ministerial targets were agreed for an overall reduction in sickness absence within the eleven NI Departments, to 9.5 days by 2010. Targets were strategically based with the main focus on reducing the frequency and duration⁹ of long-term¹⁰ absence, and, to a lesser extent, the frequency of short-term absence. To achieve their target in terms of days per staff year, the eleven NI Departments need to:

- reduce long-term duration by 7% each year;
- reduce long-term frequency by 7% each year; and
- reduce short-term frequency by 5% each year

over the period 2005/2006 to 2009/2010.

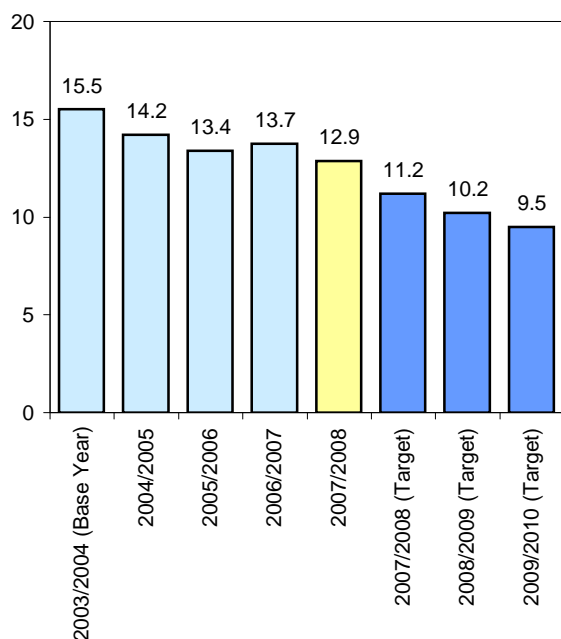
This chapter charts how the NI Departments both at an overall level and individually are progressing towards their targets.

⁹ Throughout this report, the duration of absences relates only to days lost in the 2007/2008 financial year.

¹⁰ For the purpose of target-setting, absences are dichotomised into long-term and short-term, with long-term being defined as greater than 20 consecutive working days.

Figure 16

Average Number of Working Days Lost per Staff Year



5.2 Absence Targets - NICS Overall

The NICS failed to achieve its overall absence target for 2007/2008, losing 12.9 working days per staff year against a target of 11.2 days. It also failed to meet its strategic target for the frequency of long-term¹¹ absences, achieving a frequency rate of 12.5% against a target of 11.3%.

Similar to the previous financial year, the NICS also failed to meet its strategic target for the duration¹² of long-term absences, achieving an average duration of 62.0 days against a target of 48.7 days.

At 0.95 short-term spells per staff year, the short-term target was achieved (1.21 spells). This was, in fact, lower than the final target set for 2010 (1.09 days).

Table 5

Frequency and Duration of Absence

		2003/2004 (Base Year)	2004/2005	2005/2006	2006/2007	2007/2008	2007/2008 (Target)	2008/2009 (Target)	2009/2010 (Target)
Overall	Average days lost per staff year	15.5	14.2	13.4	13.7	12.9	11.2	10.2	9.5
Long-term	Frequency Rate ¹³ (%)	14.1	13.2	13.0	13.7	12.5	11.3	10.5	9.8
	Average Duration (working days)	60.6	64.2	62.0	60.5	62.0	48.7	45.3	42.2
Short-term	Average number of spells per staff year	1.41	1.13	1.04	1.00	0.95	1.21	1.15	1.09

Note: **Green** text denotes target met
Red text denotes target not met

¹¹ For the purpose of target-setting, absences are dichotomised into long-term and short-term, with long-term being defined as greater than 20 consecutive working days.

¹² Throughout this report, the duration of absences relates only to days lost in the 2007/2008 financial year.

¹³ Frequency Rate is the average number of absences per employee, expressed as a percentage.

5.3 Days Lost per Staff Year by Department

Table 6 shows that while the NICS failed to meet its overall target of 11.2 days lost per staff year, two departments met their individual targets. The department furthest ahead of target was DETI (7.4 days compared to a target of 8.8 days), followed by DCAL (met their target of 11.4).

Although their individual targets were not met, all the remaining departments showed an improvement on their comparative figure for the previous year.

Table 6¹⁴

Overall Days Lost per Staff Year¹⁵

	Actual				2007/2008			Target ¹⁶	
	2003/2004 (Base Year)	2004/2005	2005/2006	2006/2007	Actual	Target	% Difference	2008/2009	2009/2010
DARD	12.4	11.5	11.1	11.1	10.9	9.0	-21.1	8.5	8.5
DCAL	15.1	11.0	10.3	10.5	11.4	11.4	0.3	10.4	9.6
DE	11.7	12.8	12.9	12.2	11.8	8.5	-38.9	8.5	8.5
DETI	11.8	9.9	10.7	10.0	7.4	8.8	15.8	8.5	8.5
DFP	14.3	13.8	13.0	12.4	11.5	10.3	-11.4	9.3	8.5
DEL	17.8	14.7	14.0	14.5	13.7	12.8	-7.3	11.5	10.4
DHSSPS	12.3	9.5	10.7	11.4	10.2	9.0	-13.8	8.5	8.5
DOE	13.4	12.0	11.1	11.5	11.0	10.0	-10.4	9.1	8.5
DRD	12.0	10.2	8.2	9.2	9.0	8.8	-1.8	8.5	8.5
DSD	19.7	19.4	18.3	18.7	16.9	14.0	-20.4	12.5	11.2
OFMDFM	12.6	8.6	8.6	10.7	9.7	9.2	-5.3	8.5	8.5
Overall	15.5	14.2	13.4	13.7	12.9	11.2	-14.8	10.2	9.5

Note: **Green** text denotes target met
Red text denotes target not met

¹⁴ Please note that the data in Table 6 is displayed to 1 decimal place for presentational reasons only and if trying to calculate percentage difference the user should note that the percentages shown may not match due to rounding of figures.

¹⁵ It was agreed that once a department has reached a level of 8.5 days they are required to maintain that level.

¹⁶ Targets are based on the number and composition of staff in each of the eleven NI Departments during 2003/2004 as, at the time of setting, this was the most recent information available.

5.4 Long-term¹⁷ Frequency¹⁸

The NICS failed to meet its overall target for long-term frequency rate. At departmental level only two of the eleven departments met their individual target.

With a long-term frequency rate of 10.4%, DE was furthest from meeting its target. It was followed by DHSSPS, DCAL and DARD respectively.

While a number of departments failed to meet their target, only two (DCAL, OFMDFM) did not show improvement from the previous financial year.

DETI achieved the lowest long-term frequency rate at 7.1%, followed by OFMDFM (9.0%).

Table 7¹⁹

Long-term Frequency

	Actual				2007/2008			Target ²⁰	
	2003/2004 (Base Year)	2004/2005	2005/2006	2006/2007	Actual	Target	% Difference	2008/2009	2009/2010
DARD	11.1	10.9	11.2	11.3	11.0	8.9	-23.9	8.3	8.3
DCAL	10.3	9.4	8.6	9.5	10.6	8.3	-27.2	7.7	7.2
DE	8.8	11.9	11.1	11.8	10.4	7.0	-47.9	7.0	7.0
DETI	10.8	9.2	10.1	10.5	7.1	8.7	18.9	8.1	8.1
DFP	12.6	11.9	11.6	11.1	10.5	10.1	-3.6	9.4	8.7
DEL	17.7	13.8	15.0	16.0	13.8	14.3	3.1	13.3	12.3
DHSSPS	9.7	7.8	10.2	11.1	10.1	7.8	-29.1	7.3	7.3
DOE	11.2	10.3	10.1	11.3	9.8	9.0	-8.5	8.4	7.8
DRD	10.9	10.1	8.3	9.7	9.5	8.8	-7.9	8.2	8.2
DSD	18.6	18.1	17.7	18.7	16.3	15.0	-9.0	13.9	13.0
OFMDFM	9.8	8.6	6.9	8.6	9.0	7.9	-14.4	7.4	7.4
Overall	14.1	13.2	13.0	13.7	12.5	11.3	-9.9	10.5	9.8

Note: **Green** text denotes target met
Red text denotes target not met

¹⁷ For the purpose of target-setting, absences are dichotomised into long-term and short-term, with long-term being defined as greater than 20 consecutive working days.

¹⁸ Frequency Rate is the average number of absences per employee, expressed as a percentage.

¹⁹ Please note that the data in Table 7 is displayed to 1 decimal place for presentational reasons only and if trying to calculate percentage difference the user should note that the percentages shown may not match due to rounding of figures.

²⁰ Targets are based on the number and composition of staff in each of the eleven NI Departments during 2003/2004 as, at the time of setting, this was the most recent information available.

5.5 Long-term²¹ Duration²²

Only one of the eleven departments achieved their individual target for the duration of long-term absence (OFMDFM) and consequently the overall NICS target of 48.7 days (actual 62.0 days) was missed by 27.1%.

DOE, which had an average long-term absence duration of 62.2 days and a target of 40.8 days was the furthest off target, missing by 52.5%.

Table 8²³

Long-term Duration

	Actual				2007/2008			Target	
	2003/2004 (Base Year)	2004/2005	2005/2006	2006/2007	Actual	Target	% Difference	2008/2009	2009/2010
DARD	58.7	62.3	62.6	60.2	62.3	47.2	-32.0	43.9	43.9
DCAL	59.0	45.0	57.3	56.5	59.4	47.4	-25.1	44.1	41.0
DE	70.0	59.8	73.0	62.0	68.8	56.3	-22.1	56.3	56.3
DETI	52.0	51.8	58.1	48.2	50.4	41.8	-20.5	38.9	38.9
DFP	66.4	69.9	66.5	65.7	61.3	53.4	-14.7	49.7	46.2
DEL	56.2	62.4	54.4	54.6	60.1	45.2	-33.0	42.0	39.1
DHSSPS	64.9	64.6	56.2	56.3	57.2	52.2	-9.6	48.5	48.5
DOE	50.7	55.5	56.2	53.0	62.2	40.8	-52.5	37.9	35.3
DRD	57.9	62.2	54.2	54.5	53.6	46.6	-15.2	43.3	43.3
DSD	62.5	67.1	64.6	64.1	64.3	50.3	-28.0	46.7	43.5
OFMDFM	69.8	53.0	70.2	65.9	54.3	56.1	3.3	52.2	52.2
Overall	60.6	64.2	62.0	60.5	62.0	48.7	-27.1	45.3	42.2

Note: **Green** text denotes target met
Red text denotes target not met

²¹ For the purpose of target-setting, absences are dichotomised into long-term and short-term, with long-term being defined as greater than 20 consecutive working days.

²² Throughout this report, the duration of absences relates only to days lost in the 2007/2008 financial year.

²³ Please note that the data in Table 8 is displayed to 1 decimal place for presentational reasons only and if trying to calculate percentage difference the user should note that the percentages shown may not match due to rounding of figures.

5.6 Short-term²⁴ Frequency

All eleven departments were ahead of target on short-term absence spells, with all eleven already achieving beyond their final target²⁵ for 2010.

While DCAL had the highest number of short-term spells per staff year (1.14), they were third furthest ahead of their agreed absence target (1.70 spells).

DARD were 34.2% ahead of target, with the lowest number of absence spells per staff year (0.71).

Table 9²⁵

Short-term Absence Spells

	Actual				2007/2008			Target ²⁶	
	2003/2004 (Base Year)	2004/2005	2005/2006	2006/2007	Actual	Target	% Difference	2008/2009	2009/2010
DARD	1.27	0.98	0.84	0.82	0.71	1.08	34.2	1.03	1.03
DCAL	1.99	1.53	1.29	1.18	1.14	1.70	32.9	1.62	1.54
DE	1.34	1.22	1.10	0.95	0.91	1.15	20.8	1.15	1.15
DETI	1.55	1.24	1.09	1.02	0.85	1.33	36.1	1.26	1.26
DFP	1.38	1.16	1.12	1.09	1.06	1.19	10.5	1.13	1.07
DEL	1.47	1.11	1.02	0.99	0.89	1.26	29.7	1.20	1.14
DHSSPS	1.49	1.15	1.16	1.16	1.01	1.28	20.9	1.21	1.21
DOE	1.61	1.25	1.10	1.13	1.06	1.38	23.4	1.31	1.25
DRD	1.15	0.78	0.77	0.80	0.79	0.98	19.1	0.93	0.93
DSD	1.45	1.24	1.14	1.05	1.00	1.25	19.4	1.18	1.12
OFMDFM	1.45	1.14	1.05	0.95	1.01	1.24	18.8	1.15	1.18
Overall	1.41	1.13	1.04	1.00	0.95	1.21	21.0	1.15	1.09

Note: **Green** text denotes target met
Red text denotes target not met

²⁴ For the purpose of target-setting, absences are dichotomised into long-term and short-term, with long-term being defined as greater than 20 consecutive working days.

²⁵ Please note that the data in Table 9 is displayed to 1 decimal place for presentational reasons only and if trying to calculate percentage difference the user should note that the percentages shown may not match due to rounding of figures.

²⁶ Targets are based on the number and composition of staff in each of the eleven NI Departments during 2003/2004 as, at the time of setting, this was the most recent information available.

5.7 Concluding Comments

Five years ago 32.8% of staff had no recorded spells of absence. This figure has increased substantially to 43.1% in 2007/2008. An increase of this magnitude suggests that there has been a cultural change towards sickness absence among NICS staff. However, it appears that this cultural change has impacted on short-term absence, but not on long-term absence.

Analysis of trend data clearly shows progress being made towards challenging but achievable Ministerial targets. However the rate of progress has not to date, been sufficient to place the NICS on the trajectory required to achieve its Ministerial targets. The reasons for the slow rate of change are plain to see - there has been little progress in reducing the frequency of long-term absence and importantly no progress at all in reducing the duration of long-term absences. The average duration of long-term absences which ended in 2007/2008 was 90 working days.

As evidenced by the strategic targets that have been set, for the frequency and duration of long-term absences, it has long been recognised that these are the key levers to reduce absenteeism. It is on those levers that attention must focus if the NICS is to achieve a substantial reduction in its high level of absence.

**Appendix 1
Calculations**

Appendix 1

Calculations

Absence levels are presented in a number of ways throughout the report and are defined as follows:

$$\text{\% of Available Working Days Lost} = \frac{\text{Number of Working Days Lost}}{\text{Number of Available Working Days}} \times 100$$

$$\text{Working Days Lost per Staff Year} = \frac{\text{Number of Working Days Lost}}{\text{Number of Staff Years}}$$

$$\text{Spells per Staff Year} = \frac{\text{Number of Absence Spells}}{\text{Number of Staff Years}}$$

The "Working days lost per staff year" approach was recommended by the Cabinet Office in the review *"Managing Attendance in the Public Sector (1999)"*. This approach replaced 'working days lost per person' which does not always permit valid comparisons to be made between or within organisations that differ in their proportions of part-time staff and/or their levels of staff turnover. In particular, it can misrepresent the absence rate in organisations that have a high proportion of part-time staff and/or high levels of staff turnover. For the majority of people, a staff year amounted to 222 working days during 2007/2008, but clearly this depends on date of entry and/or date of leaving, and annual leave entitlement which varies by grade, length of service, and work pattern. For each individual a 'staff year' was therefore calculated taking all of these factors into account. The following simple example highlights the rationale for the methodology used by the Cabinet Office.

Example

There are 2 members of staff **A** and **B**.

A. Worked Full-time all year (hence 1 staff year), and

B. Worked Full-time for ½ year (hence ½ staff year)

If **A** was absent for 20 working days and **B** was absent for 10 working days, then the number of working days lost per staff year are calculated as follows:

$$\begin{aligned} \text{Total Number of working days lost} &= 30 \\ \text{Total Number of Staff Years} &= 1 + 0.5 = 1.5 \end{aligned}$$

$$\text{Working Days Lost per Staff Year} = \frac{30}{1.5} = 20$$

According to the other approach, the number of days lost per person would be:

$$\begin{aligned} \text{Total Number of working days lost} &= 30 \\ \text{Total Number of People} &= 2 \\ \text{Working Days Lost per Staff Year} &= \frac{30}{2} = 15 \end{aligned}$$

which overlooks the fact that one of the staff was only employed for six months.

Appendix 1

Scaling Absences Lasting More than 6 Months

The Cabinet Office issued revised guidance for the collection, analysis and reporting of sickness absence data during 2006/2007. This included recommending that a scaling adjustment be applied to absences lasting for more than 6 months to ensure that longer-term absences are not over estimated.

Taking the example of a full time employee who was absent for the entire 2007/2008 financial year. Each full time employee can have a maximum of 222 working days. Where a full time employee is absent for the whole year, and unable to take their leave, then they are actually absent for 247 working days. In order to make sure that longer-term absences are not over-estimated, a scaling adjustment was applied which recalculated the total working days lost to 222.

Appendix 2
Tables Relating to Chapter 1

Tables relating to Chapter 1

Table 1: Distribution of Working Days Lost

Cumulative Number of Working Days Lost	% of Staff
0	43.1
1 - 5	28.9
6 - 10	9.1
11 - 15	3.5
16 - 20	2.2
More than 20	13.1

Table 2: Absence Levels by Length of Service

Length of Service	Days Lost per Staff Year
Less than 6 months	5.5
6 months to less than 1 year	7.4
1 to less than 2 years	13.5
2 to less than 3 years	12.4
3 to less than 4 years	11.0
4 to less than 5 years	15.1
5 years or more	13.3
Overall	12.9

Table 3: Absence Levels by Occupational Grouping

Occupational Groups with more than 200 staff

Occupational Group	Days Lost per Staff Year
Support Grade Staff	17.9
Typists	14.8
General Service	14.7
Drawing Officers	11.4
Driving Examiners	11.0
Planning	7.6
Scientific Officers	7.3
Civil Eng (inc Assistants)	7.1
Computing	7.0
Agricultural Inspectors	6.3
Statisticians	6.2
Casual	5.8

Appendix 2

Table 4: Certification by Department

Department	No. of Days Lost per Staff Year			% of Available Working Days Lost		
	Self-Certified	Certified	Total	Self-Certified	Certified	Total
DSD	2.4	14.5	16.9	1.1	6.6	7.6
DEL	2.6	11.2	13.7	1.2	5.1	6.2
DE	2.2	9.6	11.8	1.0	4.4	5.4
DFP	2.4	9.1	11.5	1.1	4.1	5.2
DCAL	2.6	8.8	11.4	1.2	4.0	5.2
DOE	2.2	8.8	11.0	1.0	4.0	5.0
DARD	1.5	9.4	10.9	0.7	4.3	5.0
DHSSPS	2.2	8.0	10.2	1.0	3.7	4.7
OFMDFM	1.9	7.7	9.7	0.9	3.5	4.4
DRD	1.6	7.4	9.0	0.7	3.4	4.1
DETI	1.9	5.5	7.4	0.9	2.5	3.4
Overall	2.2	10.7	12.9	1.0	4.9	5.8

Table 5: Certification by Grade

Grade Level	No. of Days Lost per Staff Year			% of Available Working Days Lost		
	Self-Certified	Certified	Total	Self-Certified	Certified	Total
G5+	0.8	2.3	3.1	0.3	1.1	1.4
G6	0.6	3.9	4.5	0.3	1.8	2.1
G7	1.1	5.4	6.5	0.5	2.5	3.0
DP	1.4	5.9	7.3	0.7	2.7	3.4
SO	1.7	7.1	8.8	0.8	3.2	4.0
EOI	2.0	8.3	10.2	0.9	3.8	4.7
EOII	2.3	11.9	14.3	1.1	5.4	6.5
AO	2.7	14.7	17.4	1.2	6.6	7.9
AA	2.7	13.1	15.8	1.2	5.9	7.1
Overall	2.2	10.7	12.9	1.0	4.9	5.8

Table 6: Certification by Gender

Gender	No. of Days Lost per Staff Year			% of Available Working Days Lost		
	Self-Certified	Certified	Total	Self-Certified	Certified	Total
Male	2.0	7.2	9.2	0.9	3.3	4.2
Female	2.4	14.1	16.5	1.1	6.4	7.5
Overall	2.2	10.7	12.9	1.0	4.9	5.8

Table 7: Certification by Age Group

Age Group	No. of Days Lost per Staff Year			% of Available Working Days Lost		
	Self-Certified	Certified	Total	Self-Certified	Certified	Total
16-24	3.2	9.4	12.6	1.4	4.2	5.7
25-34	2.8	11.1	13.9	1.2	5.0	6.2
35-44	1.9	10.3	12.2	0.9	4.7	5.6
45-54	1.7	10.2	11.9	0.8	4.7	5.4
55+	1.8	13.1	14.9	0.8	6.0	6.8
Overall	2.2	10.7	12.9	1.0	4.9	5.8

Appendix 2

Table 8: % of Available Working Days Lost by Department

Department	% of Available Working Days Lost					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
DSD	8.6	8.8	8.8	8.1	8.4	7.6
DEL	8.4	8.0	6.7	6.2	6.6	6.2
DE	5.7	5.2	5.8	5.8	5.5	5.4
DFP	6.2	6.4	6.2	5.8	5.6	5.2
DCAL	6.3	6.8	5.0	4.6	4.8	5.2
DOE	6.5	6.0	5.4	5.0	5.2	5.0
DARD	6.1	5.5	5.2	5.0	5.0	5.0
DHSSPS	6.0	5.5	4.3	4.8	5.1	4.7
OFMDFM	5.5	5.7	3.9	3.8	4.8	4.4
DRD	4.9	5.4	4.7	3.7	4.2	4.1
DETI	5.7	5.3	4.5	4.8	4.5	3.4
Overall	7.0	6.9	6.5	6.0	6.2	5.8

Table 9: % of Available Working Days Lost by Grade

Grade Level	% of Available Working Days Lost					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
G5+	2.8	1.2	2.1	1.8	1.8	1.4
G6	2.8	2.8	2.7	2.6	2.1	2.1
G7	3.6	3.0	3.2	3.0	3.0	3.0
DP	3.7	3.6	3.8	3.7	3.6	3.4
SO	4.7	4.7	4.0	3.9	4.0	4.0
EOI	5.4	5.5	5.3	4.5	4.6	4.7
EOII	7.6	7.7	7.3	6.9	6.9	6.5
AO	9.7	9.8	8.6	7.9	8.5	7.9
AA	7.3	7.0	7.3	7.0	7.9	7.1
Overall	7.0	6.9	6.5	6.0	6.2	5.8

Table 10: % of Available Working Days Lost by Gender

Gender	% of Available Working Days Lost					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
Male	4.9	4.9	4.7	4.1	4.4	4.2
Female	9.0	8.9	8.2	7.8	8.0	7.5
Overall	7.0	6.9	6.5	6.0	6.2	5.8

Table 11: % of Available Working Days Lost by Age Group

Age Group	% of Available Working Days Lost					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
16-24	6.1	6.3	6.1	5.8	6.3	5.7
25-34	7.6	7.2	6.7	6.1	6.7	6.2
35-44	7.2	7.3	6.6	5.9	5.8	5.6
45-54	6.4	6.5	6.0	5.6	5.8	5.4
55+	7.3	6.9	6.8	7.0	6.9	6.8
Overall	7.0	6.9	6.5	6.0	6.2	5.8

Note: **Green** text denotes a reduction from the previous financial year
Red text denotes an increase from the previous financial year

Appendix 2

Table 12: Working Days Lost by Department for Female Staff at AO Grade

Department	No. of Days Lost per Staff Year
OFMDFM	27.1
DSD	23.8
DCAL	22.8
DE	20.5
DOE	18.9
DEL	18.7
DFP	17.9
DARD	17.6
DHSSPS	16.7
DRD	13.1
DETI	12.4
Overall	20.8

Appendix 3
Seasonal Effects on the Onset of Absence

Appendix 3

The following tables examine seasonal effects on the onset of sickness absence during the financial year 2007/2008.

Table 1: Onset of Absence by Month during 2007/2008

Month	% of Spells Starting in Month	
	Self-Certified	Certified
April	6.8	7.6
May	7.0	8.3
June	6.8	8.5
July	5.3	7.6
August	6.2	7.6
September	7.4	8.1
October	10.6	10.0
November	10.4	9.3
December	8.2	6.6
January	13.5	10.3
February	9.6	8.7
March	8.0	7.5

Table 2: Onset of Psychiatric/Psychological Absence by Month during 2007/2008

Month	% of Spells Starting in Month
April	9.3
May	7.8
June	9.0
July	6.7
August	8.9
September	8.9
October	11.2
November	10.3
December	6.3
January	8.4
February	6.5
March	6.7

Table 3: Onset of Absence by Weekday during 2007/2008

Weekday	% of Spells Starting on Weekday	
	Self-Certified	Certified
Sunday	0.1	1.4
Monday	35.0	37.4
Tuesday	21.1	18.7
Wednesday	18.4	17.1
Thursday	16.2	13.9
Friday	8.9	10.8
Saturday	0.3	0.7

Appendix 4
Illustrative Standardised Departmental Absence Rates

Appendix 4

Departmental Absence Rates: Standardised to DFP Organisational Structure

The following figures show the extent to which a department's staffing profile can influence its overall absence rate. In Figures 1 and 2 below, the staffing profile of each department has been standardised to that of DFP.

Figure 1: Days Lost Per Staff Year

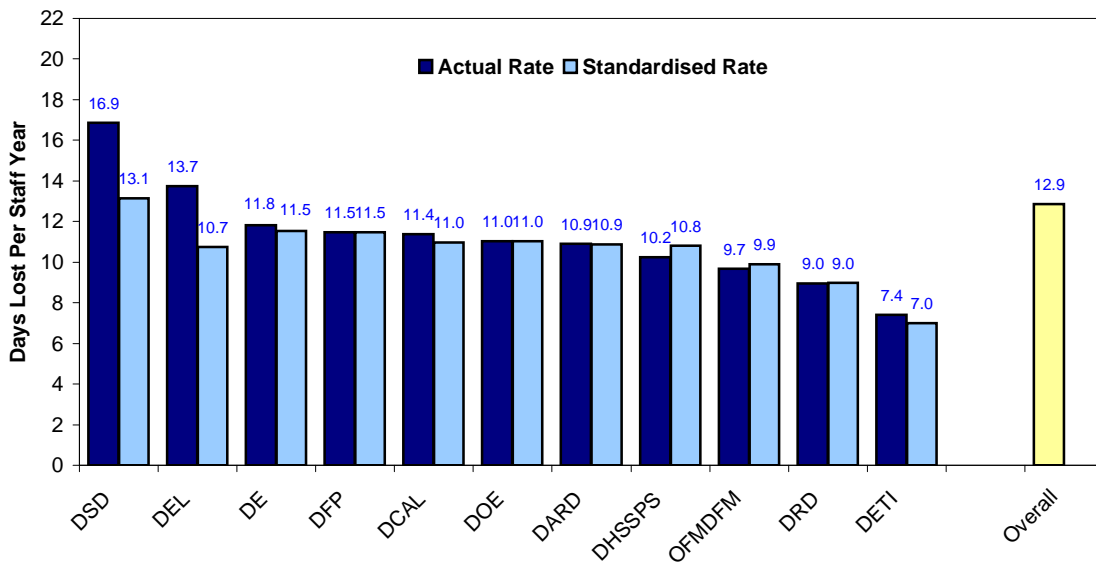
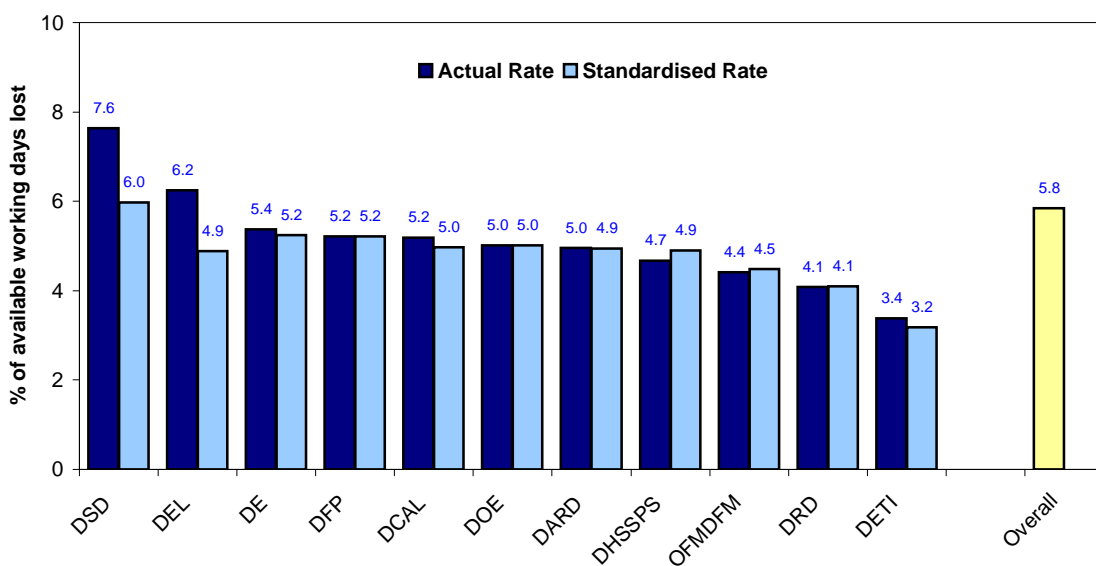


Figure 2: % of Available Working Days Lost



Appendix 5
Tables Relating to Chapter 2

Tables relating to Chapter 2

Table 1: Average Duration and Number of Spells by Certification Across Grades

Grade Level	Self-Certified Absences		Certified Absences		Total	
	No. of Spells per Staff Year	Average Duration (Working Days)	No. of Spells per Staff Year	Average Duration (Working Days)	No. of Spells per Staff Year	Average Duration (Working Days)
G5+	0.3	2.2	0.1	24.7	0.4	6.9
G6	0.3	2.4	0.1	27.0	0.4	10.9
G7	0.5	2.3	0.2	28.1	0.7	9.6
DP	0.6	2.5	0.2	29.9	0.8	9.6
SO	0.6	2.7	0.2	29.3	0.9	10.0
EOI	0.7	2.9	0.3	31.7	0.9	10.8
EOII	0.8	3.0	0.3	35.9	1.1	13.0
AO	0.9	3.0	0.5	32.3	1.4	12.7
AA	1.0	2.7	0.4	29.4	1.4	11.1
Overall	0.8	2.9	0.3	31.9	1.1	11.7

Table 2: Average Duration and Number of Spells by Certification Across Genders

Gender	Self-Certified Absences		Certified Absences		Total	
	No. of Spells per Staff Year	Average Duration (Working Days)	No. of Spells per Staff Year	Average Duration (Working Days)	No. of Spells per Staff Year	Average Duration (Working Days)
Male	0.7	2.9	0.2	31.8	0.9	10.1
Female	0.8	2.8	0.4	32.0	1.3	12.9
Overall	0.8	2.9	0.3	31.9	1.1	11.7

Table 3: Average Duration and Number of Spells by Certification Across Age Groups

Age Group	Self-Certified Absences		Certified Absences		Total	
	No. of Spells per Staff Year	Average Duration (Working Days)	No. of Spells per Staff Year	Average Duration (Working Days)	No. of Spells per Staff Year	Average Duration (Working Days)
16-24	1.2	2.7	0.3	27.9	1.5	8.3
25-34	0.9	2.9	0.4	30.1	1.3	10.5
35-44	0.7	2.8	0.3	31.4	1.0	11.9
45-54	0.6	2.8	0.3	33.3	0.9	13.2
55+	0.6	3.1	0.3	37.8	0.9	16.1
Overall	0.8	2.9	0.3	31.9	1.1	11.7

Appendix 5

Table 4: Number of Absence Spells - % of Staff 2002/2003 - 2007/2008

Number of Absence Spells	% of Staff					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
0	32.8	34.5	38.5	41.0	40.7	43.1
1	28.2	28.7	32.2	31.7	32.7	32.8
2	19.3	19.2	17.9	17.0	17.3	15.7
3	10.8	10.1	6.9	6.3	6.0	5.4
4	4.6	4.2	2.6	2.3	1.9	1.6
5	2.2	1.7	1.0	0.8	0.7	0.7
6+	2.0	1.6	1.0	0.8	0.7	0.6

Table 5: Duration of Absence Spells - % of Spells 2002/2003 - 2007/2008

Duration of Absence Spells (Working Days)	% of Spells					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
1-2	46.3	42.3	40.9	39.2	37.1	37.2
3-5	31.8	33.8	33.3	33.8	34.7	35.7
6-10	6.6	7.2	7.4	7.7	7.4	7.1
11-20	5.7	6.2	6.6	6.9	7.1	6.9
More than 20	9.5	10.5	11.9	12.5	13.5	13.1

Table 6: Average Duration of Short-term Absence Spells - Days 2002/2003 - 2007/2008

Department	Days					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
DARD	3.6	3.8	3.8	4.0	4.3	4.3
DCAL	3.8	3.9	4.0	3.8	3.8	3.8
DE	3.5	3.4	3.4	3.5	3.8	3.8
DETI	3.5	3.6	3.7	3.8	4.2	4.0
DFP	3.5	3.6	3.7	3.7	3.8	3.9
DEL	3.9	4.1	4.4	4.5	4.4	4.4
DHSSPS	3.2	3.3	3.2	3.6	3.7	3.6
DOE	3.7	4.0	4.2	4.1	4.1	3.8
DRD	3.6	4.1	4.4	4.4	4.4	4.3
DSD	3.8	4.1	4.1	4.2	4.4	4.3
OFMDFM	3.4	3.4	3.2	3.4	4.0	4.0
Overall	3.7	3.9	4.0	4.1	4.2	4.1

Note: **Green** text denotes a reduction from the previous financial year
Red text denotes an increase from the previous financial year

Appendix 6
Tables Relating to Chapter 3

Tables relating to Chapter 3

Table 1: Certification by Reason

Reason	% of Available Working Days Lost		
	Self-Certified	Certified	Total
Non-specific/Other	0.1	0.5	0.5
Medical Tests & Observation	0.0	0.2	0.3
Injury/Accident/Assault	0.1	0.6	0.7
Viral/Bacterial Infections	0.4	0.2	0.6
Psychiatric/Psychological	0.0	1.8	1.8
Pregnancy Related/Postnatal	0.0	0.6	0.6
Nervous System, Eyes, Ears	0.0	0.1	0.2
Digestive, Endocrine, Renal	0.2	0.2	0.4
Respiratory	0.1	0.1	0.2
Blood & Cardiovascular	0.0	0.2	0.2
Musculoskeletal	0.0	0.3	0.3
Overall	1.0	4.9	5.8

Table 2: % of Absence Spells by Reason

Reason	% of Spells					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
Non-specific/Other	6.6	7.9	6.9	8.1	8.1	7.8
Medical Tests & Observation	13.3	13.4	6.8	3.4	4.0	3.8
Injury/Accident/Assault	6.0	6.1	7.8	8.2	8.4	8.4
Viral/Bacterial Infections	30.8	31.5	31.7	29.8	30.6	30.7
Psychiatric/Psychological	6.7	7.4	8.2	8.9	9.1	9.2
Pregnancy Related/Postnatal	3.5	3.5	4.9	5.8	5.8	6.1
Nervous System, Eyes, Ears	4.8	4.5	4.7	4.8	4.6	4.3
Digestive, Endocrine, Renal	18.2	15.3	17.2	18.1	16.7	17.6
Respiratory	4.9	5.0	5.4	5.7	5.5	5.4
Blood & Cardiovascular	1.4	1.5	1.9	2.5	2.4	2.1
Musculoskeletal	3.9	4.0	4.5	4.7	4.7	4.5

Table 3: % of Working Days Lost by Reason

Reason	% of Working Days Lost					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
Non-specific/Other	7.7	8.6	7.6	9.2	8.8	9.2
Medical Tests & Observation	12.8	13.6	8.0	3.8	4.0	4.4
Injury/Accident/Assault	8.7	8.7	11.0	11.0	12.0	12.0
Viral/Bacterial Infections	12.5	12.4	11.3	10.4	11.0	10.1
Psychiatric/Psychological	26.1	26.4	28.4	29.1	29.2	30.7
Pregnancy Related/Postnatal	10.4	9.1	9.9	11.0	10.9	10.5
Nervous System, Eyes, Ears	2.9	2.4	2.8	3.2	3.2	2.9
Digestive, Endocrine, Renal	7.3	6.7	7.9	8.1	7.6	7.1
Respiratory	3.5	3.3	3.2	3.3	3.2	3.0
Blood & Cardiovascular	2.9	3.3	3.6	4.4	3.9	4.0
Musculoskeletal	5.3	5.6	6.4	6.6	6.2	5.9

Note: **Green** text denotes a reduction from the previous financial year
Red text denotes an increase from the previous financial year

Appendix 7
Tables Relating to Chapter 4

Tables relating to Chapter 4

Table 1: Long-term Absence by Grade

Grade Level	Long-term Absences		
	No. of Spells per 100 Staff Years	Average Duration (Working Days)	% of the Total Working Days Lost Attributable to Long-term Absence
G5+	2.7	59.1	51.7
G6	6.1	52.1	70.3
G7	7.6	56.7	66.6
DP	8.2	58.0	64.7
SO	9.4	61.3	65.1
EOI	10.8	63.8	67.2
EOII	15.9	64.6	72.0
AO	20.5	60.5	71.2
AA	16.6	64.7	67.9
Overall	14.4	62.0	69.4

Table 2: Long-term Absence by Gender

Gender	Long-term Absences		
	No. of Spells per 100 Staff Years	Average Duration (Working Days)	% of the Total Working Days Lost Attributable to Long-term Absence
Male	9.5	63.4	65.7
Female	19.3	61.3	71.6
Overall	14.4	62.0	69.4

Table 3: Long-term Absence by Age Group

Age Group	Long-term Absences		
	No. of Spells per 100 Staff Years	Average Duration (Working Days)	% of the Total Working Days Lost Attributable to Long-term Absence
16-24	12.4	61.9	60.7
25-34	15.9	57.8	66.0
35-44	14.3	59.9	69.8
45-54	13.3	64.2	71.6
55+	16.2	71.7	78.0
Overall	14.4	62.0	69.4

Appendix 7

Table 4: Long-term Absence by Grade 2002/2003 - 2007/2008

Grade	% of the Total Working Days Lost Attributable to Long-term Absence					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
G5+	81.3	47.8	62.3	61.9	66.2	51.7
G6	71.9	72.7	75.8	72.9	55.8	70.3
G7	69.3	62.7	68.2	66.2	60.5	66.6
DP	62.3	58.9	64.7	67.7	65.9	64.7
SO	61.3	64.4	63.5	65.6	67.1	65.1
EOI	60.3	61.2	67.7	65.3	63.8	67.2
EOII	66.3	68.0	71.4	72.9	71.1	72.0
AO	66.9	67.1	70.5	68.9	71.6	71.2
AA	56.4	57.3	64.4	66.1	69.0	67.9
Overall	64.0	64.6	68.5	68.4	69.3	69.4

Table 5: Long-term Absence by Gender 2002/2003 - 2007/2008

Gender	% of the Total Working Days Lost Attributable to Long-term Absence					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
Male	59.5	59.3	64.5	62.7	65.1	65.7
Female	66.4	67.5	70.8	71.4	71.7	71.6
Overall	64.0	64.6	68.5	68.4	69.3	69.4

Table 6: Long-term Absence by Age Group 2002/2003 - 2007/2008

Age Group	% of the Total Working Days Lost Attributable to Long-term Absence					
	2002/2003	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008
16 - 24	47.0	49.9	55.6	55.4	58.8	60.7
25 - 34	63.4	62.4	66.0	64.7	67.1	66.0
35 - 44	66.5	67.2	71.6	69.9	70.0	69.8
45 - 54	68.5	70.0	72.1	73.4	72.8	71.6
55+	70.7	70.4	74.2	76.0	75.4	78.0
Overall	64.0	64.6	68.5	68.4	69.3	69.4

Note: **Green** text denotes a reduction from the previous financial year
Red text denotes an increase from the previous financial year

Appendix 7

Table 7: Spells of Psychiatric/Psychological Illnesses broken down by ICD Code

ICD 10 Code	ICD 10 Classification	Spells	% of Spells	Long-term Spells	% of Long-term Spells
Z73	Problems related to life-management difficulty	906	40.4	435	38.3
F43	Reaction to severe stress, and adjustment disorders	551	24.5	270	23.8
F32	Depressive episode	417	18.6	230	20.2
F41	Other anxiety disorders	141	6.3	76	6.7
F54	Psychological and behavioural factors associated with disorders	118	5.3	76	6.7
F48	Other neurotic disorders	64	2.9	31	2.7
-	Other Psychiatric/Psychological Illnesses	48	2.1	18	1.6
	Total	2,245	100.0	1,136	100.0