

Appendix I

Adult Social Care

Table 1

November 2012					
Cumulative Days Lost Per FTE				10.20	
Predicted Year End as at (31 March 2013):				16.03	
<i>Comparison to November 2011:</i>					
Cumulative Days Lost Per FTE				9.17	
Predicted Year End as at (31 March 2012):				14.21	
FTE Days Lost:					
01 April 2012 to 31 November 2012				24093.7	
<i>Comparison to:</i>					
<i>01 April 2011 to 31 November 2011</i>				22801.4	
Service Area	Days Lost Per FTE (Cumulative)	Cumulative Days Lost Per FTE Predicted Year End as at (31 March 2013):	+ / - Variance from 2012/13 Corp. Target (8.5 days)	FTE Days lost over period	Average FTE Over Period (Cumulative)
Access and Inclusion	10.27	16.14	+7.64	7836.7	762.4
Commissioning Services	4.11	6.45	-2.05	293.1	71.2
Older People and Learning Disability Services	10.79	16.97	+8.47	15674.1	1441.6
Partnerships and Organisational Effectiveness	0.73	1.14	-7.36	6.0	8.3
Resources and Strategy	4.25	6.68	-1.82	283.8	66.3

Table 2

Long Term Sickness Cases

Service Area	Cases
Access and Inclusion	18
SkILs & Mental Health	15
Commissioning Services	1
Older Peoples Services	44
Learning Disability Community Support Services	21
Long Term Generic Homecare	18
Learning Disability Assessment &Care Management	2
Physical Disabilities & Mental Health	3

Length of Absence

• 12 months+	1
• Up to 12 mths	2
• Up to 9 month	12
• up to 6 mths	28
• up to 3mths	79

**Top 3 Reasons for long term
sickness:**

• Mental Health	42
• Musculoskeletal	25
• Hospitalisation	23

Table 3**Stages 1 to 3 on target and overdue**

Personnel Subarea	On Target	Overdue	% Overdue
Long Term Generic Homecare	79	24	23%
Learning Disability Community Support Services	205	59	22%
Older People Services	221	103	32%
Access & Inclusion	62	63	50%
SkILs & Mental Health	83	8	9%
Mental Health Services	44	15	25%
Resources & Strategy	7	4	36%
Learning Disability Care Management	18	15	45%
Commissioning	6	6	50%

Table 4**Hearings and Reviews**

Directorate	2011/12		2012/13	
	Dismissals	Reviews	Dismissals	Reviews
Adult Social Care	26	3	18	3

Table 5**Appeals & Employment Tribunals**

Directorate	Appeal	Employment Tribunal
Adult Social Care	3	0

Table 6**100 employees with the most instances of sickness absence**

	Cases	Employment Ceased	Stage 1	Stage 2	Stage 3
Access & Inclusion	3	0	3	0	0
Learning Disability Care Management	2	0	1	1	0
Learning Disability Community Support Services	5	1	1	3	0
Older Peoples Services	2	0	0	2	0
Mental Health Services	2	0	0	2	0
Total	14	1	5	8	0

Table 7**Overview of activities taking place to reduce sickness absence:**

- Older Peoples Services – managers targeted training in the managing attendance process, including review meetings and target setting.
- Attendance Team attending challenge meetings with Heads of Service to address local issues
- Action Group – with Local HR, Occupational Health, Health and Safety, led by Heads of Services, to analyse local data and create action plan to improve attendance and wellbeing.