



SICKNESS ABSENCE REPORT



1st April 2005 – 31st March 2006

(end of year 2005/2006)



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Standard Report on Sickness Figures – For Internal Circulation

This is the end of year report 2005/2006 which shows our performance in terms of shifts and hours lost to sickness absence over the year, with comparisons to 4 previous years. It is important to note that this is the first year we have recorded hours and shifts as an actual and accurate representation of time lost. In past years an estimation has been made to account for shift and part time work. The Home Office published guidance for recording absence, and from April 2005 their mandatory requirement was for actual rostered hours and actual rostered shifts. This is captured and recorded on our in house systems and is an accurate reflection of time lost.

The picture is of a clear and significant decline in shifts lost per Police Officer over a five-year period. The decline has been from **13.67** shifts in 2000/2001 to the year end figure for 2005/2006 of **7.30** shifts. This is below our local target and National target of 8 shifts per officer.

For Police staff the picture is more mixed. Since 2001/2002 there has been a flat or increasing trend, but with a marked reduction at this year end. The year end figure of time lost for Police staff is **7.96** shifts, which is below a local target of 8.5 shifts and a national target of 9 shifts.

This decline for both officers and staff can, in part, be attributed to more robust management of short term sickness absence. Triggers for action are in place, and are responded to at key points, for instance 3 absences in 3 months and/or 5 absences in any year. Some pertinent management action will occur as a response to the trigger. The return to work interview is now a required intervention after every absence.

In the body of the report there is a breakdown of the number of shifts lost for each area, by financial year.

For police officers this is interesting in that it does reflect differences between areas. West Cumbria for instance has maintained a static number of shifts lost over a 5 year period to a current level of 9.17 shifts, and has not shown the consistent decline that North has shown from a peak of 21.67 shifts in 2001, to a figure of 7.54 shifts this financial year. In the years 2001 – 2004 West outperformed all other areas because it started from a low base, but it has failed to translate this to further reductions on a year by year basis. Looking at the data in order to describe what may be happening in West, an analysis of absences of Patrol officers during this financial year indicated that 77% of the establishment of 260 officers had had an absence, and these averaged 9.2 shifts. This is 1.9 above the Force average. This can be compared to Patrol south with an establishment of 233 officers. 75% of these officers had an absence, with this equating to 8.08 shifts per patrol officer, which is 0.78 above the force average. However the remainder of South Police Officers have a low level of sickness at 56% of officers having had a sickness absence equating to 4.85 shifts. It is this low level that is significant in the decline in shifts lost in south. Interestingly OS police officers now have the lowest number of shifts lost, and in a breakdown of MSG Officers, only 52% of them had had an absence, and this equated to 3.9 shifts per officer.

There are also some interesting general observations to make about Police Staff sickness. There are several groups of staff across the Constabulary that can be identified as hotspots. 100% of PCSO's have had an absence this financial year, and this equates to 13 shifts per PCSO which is significantly higher than the staff average of 7.96. Similarly 92% of detention officers have had a sickness period, with an average of 10.2 shifts per member of staff. These areas although small are key hotspots and are being proactively managed by area management.

North police staff have the most deviation from the force average of 7.96, and has a reverse trend to the other areas with low sickness in 2001, 5.34 shifts, peaking in 2004 at 12.31 days and dropping to 10 this year. Within North there are several small departments with high absence levels. In combination the 39 staff of these departments account for 37% of all North's sickness, one department accounting for 26% of all police staff shifts lost, with an absence had by 75% of the staff and an average shift loss of 9.1 per staff member. Another small department had 11% of the recorded sickness, with 100% of the staff having an absence, with an average of 29 shifts per person. Where such high figures are seen there is usually one individual who is off on a long-term absence, with other staff members having short term absences.

Types of absence

There is a breakdown of types of absence within the report, and this does form an expected profile. The most common reported problem is musculo skeletal at 29%. The next category is "miscellaneous" at 26%. Within this category fall no reason given and no cause shown. These are both categories which reflect a period of self certification where an individual chooses not to be explicit about the reason for their absence. The remainder in this category will be disorders from a sicknote that cannot be classified elsewhere or the data entry clerk has difficulty interpreting onto the system. The third most significant category is psychological disorders at 18%. The Constabulary offers routine assessment and intervention for psychological disorders. The only other significant category is 16% attributed to respiratory disorders. This includes short term absences for common viral illnesses, the common cold and flu like illness. Proportionately little of this is certified absence, unlike musculo skeletal or psychological.

Average of actual rostered hours and rostered shifts lost to sickness absence during quarter 4 of 2005/6

Based on average establishment figures at the end of March of :-

Police Officer:- 1269

Police Staff:- 880

Police Officers have taken an average of 15.97 hrs sick leave per officer during quarter 4 of 2005/6

Police Staff have taken an average of 15.42 hrs sick leave per staff member during quarter 4 of 2005/6

Police Officers

	Establishment	Average hrs	Average shifts
North	315	16.31	1.70
South	336	17.60	1.88
West	342	19.46	1.99
OS	219	8.09	0.86
HQ	57	17.40	2.18
Forcewide	1269	15.97	1.70

Police Staff

	Establishment	Average hrs	Average shifts
North	106	12.99	1.89
South	122	19.72	2.69
West	113	16.03	2.17
OS	236	21.34	2.61
HQ	303	9.70	1.33
Forcewide	880	15.42	2.04

The ACTUAL outturn for this financial year is:

Police Officers: **7.30 shifts**
(8.75% below local and national targets)

Police Staff: **7.96 shifts**
(6.35% below local and 11.56% below national targets)

Local target

Police Officers: 8.00

Police Staff: 8.50

National target:

Police Officers: 8.00 shifts

Police Staff: 9.00 shifts

This table shows the actual rostered hours and actual rostered shifts lost to sickness absence in financial year 2005/6

Hours lost

Total Shifts lost

Police

Police

	1-7	8-28	Over 28	Total
North	5398.5	3886	12476.5	21761
South	7163	6722.5	8495.5	22381
West	7849.5	6099	14742	28690.5
OS	2699	1554	6242	10495
HQ	712	749.6	1390	2851.6
Force	23822	19011.1	43346	86179.1

North	2381
South	2281
West	3085
OS	1088
HQ	369

Force 9204

Staff

Staff

	1-7	8-28	Over 28	Total
North	1868.3	956.1	5377.75	8202.15
South	2377.35	1727.05	3529	7633.4
West	2247.4	1481.5	3721.9	7450.8
OS	5807.75	4278.9	7442.67	17529.3
HQ	4656	2310	3339	10305
Force	16956.8	10753.55	23410.32	51120.7

North	1135
South	998
West	996
OS	2184
HQ	1541

Force 6854

**This table shows the average number of days lost to overall sickness absence per police officer by financial years
(by Area)**

		North	South	West	OS	HQ	Forcewide
Financial year end 2001/2002		21.67	10.49	9.27	11.37	26.70	13.67
Financial year end 2002/2003		16.33	9.58	9.83	8.17	23.15	11.29
Financial year end 2003/2004		13.46	11.08	8.51	7.58	10.60	10.32
Financial year end 2004/2005		9.02	8.01	9.38	7.12	4.87	8.37
Quarter 1	April - June 2005	2.70	1.53	2.57	1.13	1.29	2.00
Quarter 2	July – Sept 2005	1.29	2.06	2.22	2.13	1.27	1.89
Quarter 3	Oct – Dec 2005	1.85	1.41	2.39	0.19	1.86	1.71
Quarter 4	Jan – March 2006	1.70	1.88	1.99	0.86	2.18	1.70
Financial year end 2005/2006	Average	7.54	6.88	9.17	4.31	6.60	7.30

Area	Compared to year end 2001/2002	Compared to year end 2004/2005
North	65.% decrease	16% decrease
South	34.% decrease	14% decrease
West	2.% decrease	2% decrease
OS	62% decrease	39% decrease
HQ	75% decrease	36% increase
FORCEWIDE	47% DECREASE	13% DECREASE

**This table shows the average number of days lost to overall sickness absence per Police Staff in financial years
(by Area)**

		North	South	West	OS	HQ	Forcewide
Financial year end 2001/2002		5.34	15.30	8.03	11.88	4.82	8.92
Financial year end 2002/2003		6.18	9.93	5.80	10.45	7.65	8.54
Financial year end 2003/2004		10.60	12.90	5.45	10.68	8.48	9.67
Financial year end 2004/2005		12.21	9.97	9.83	9.82	6.70	9.18
Quarter 1	April - June 2005	4.1	0.96	2.91	1.98	1.37	1.93
Quarter 2	July – Sept 2005	2.79	2.85	2.05	2.63	1.32	2.17
Quarter 3	Oct – Dec 2005	1.94	2.01	1.83	2.28	1.32	1.82
Quarter 4	Jan – March 2006	1.89	2.69	2.17	2.61	1.33	2.04
Rolling year to ending Mar 2006	Average	10.72	8.51	8.96	9.5	5.34	7.96

Area	Compared to year end 2001/2002	Compared to year end 2004/2005
North	101% increase	12% decrease
South	44% decrease	15% decrease
West	12% decrease	9% decrease
OS	20% decrease	3% decrease
HQ	11% increase	20% decrease
FORCEWIDE	11% DECREASE	13% DECREASE

Estimated cost of sickness absence to the force for financial year 2005/06

Calculations based on an average hourly rate of:

Police Officers: £20 per hour

Police Staff: £10.50 per hour

The broken down cost to the force for financial year 2005/06 is follows:

Police Officer

	1-7 day	8-28 day	Over 28 day	Total
North	£107,970	£77,720	£249,530	£435,220
South	£143,260	£134,450	£169,910	£447,620
West	£162,990	£121,980	£294,840	£573,810
OS	£53,982	£31,080	£124,840	£209,900
HQ	£14,240	£14,992	£27,800	£57,032
Force	£482,442	£380,222	£866,920	£1,729,584

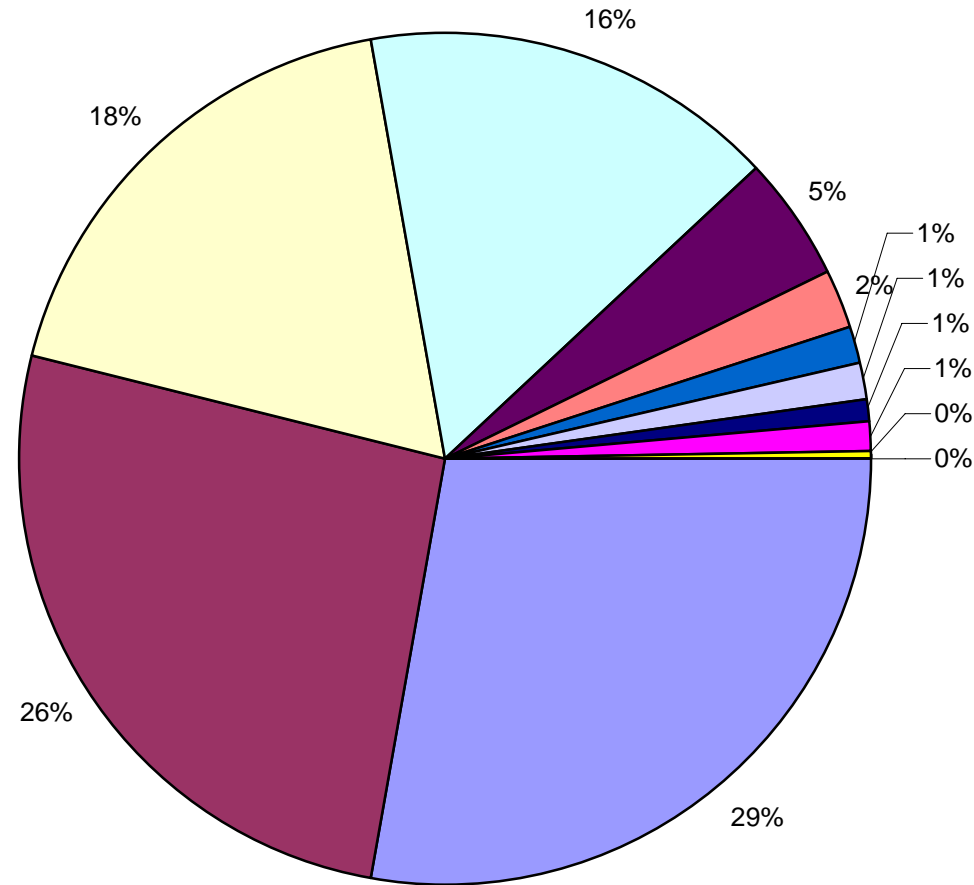
Police Staff

	1-7 day	8-28 day	Over 28 day	Total
North	£16,917	£10,033	£56,467	£86,122.58
South	£21,962	£18,134	£37,054	£80,150.70
West	£23,598	£15,556	£39,081	£78,233.40
OS	£60,981	£44,929	£78,148	£184,057.65
HQ	£48,889	£24,256	£35,059	£108,202.50
Force	£172,346	£112,908	£245,808	£531,063

The total cost of sickness for 2005/6 is estimated at £2,260,627 compared to an estimated £2,497,788 for 2004/5. This shows an estimated saving of £237,161.

Dorset 12 Categorised absences reported as a % of total rostered hours lost to sickness absence

- Rank Order**
- Musculo-Skeletal
 - Miscellaneous
 - Psychological Disorders
 - Respiratory
 - Digestive Disorder
 - Ear/Eye
 - Cardiac/Circulatory or metabolic
 - Headache/Migraine
 - Skin
 - Genito-Urinary/Gynaecological
 - Infectious Diseases



Rostered Shifts lost to Psychological Disorders in financial year 2005/6

Police Officers

- Psychological Disorders account for 18.04% of all Police Officer sickness absence
- Long term (ie over 28 day) Psychological Disorders account for 26.58% of all Police Officer long term sickness absence

Police Staff

- Psychological Disorders account for 22.43% of all Police Staff sickness absence
- Long term (ie over 28 day) Psychological Disorders account for 38.90% of all Police Staff long term sickness absence

Combined Police Officer and Police Staff

- Psychological Disorders account for 19.03% of all sickness absence.
 - Long term (ie over 28 day) Psychological Disorders account for 30.90% of all long term sickness absence

Rostered Shifts lost to Musculo-Skeletal Conditions in financial year 2005/6

Police Officers

Musculo-Skeletal conditions account for 22.42% of all Police Officer sickness absence

Long term (ie over 28 day) Musculo -Skeletal conditions account for 25.39% of all Police Officer long term sickness absence

Police Staff

Musculo -Skeletal conditions account for 23.26% of all Police Staff sickness absence

Long term (ie over 28 day) Musculo -Skeletal conditions account for 37.53% of all Police Staff long term sickness absence

Combined Police Officer and Police Staff

Musculo -Skeletal conditions account for 22.83% of all sickness absence.

Long term (ie over 28 day) Musculo -Skeletal conditions account for 30.29% of all long term sickness absence.

