



PROMARK WORKFORCE MANAGEMENT

# ProAbs Sickness



## PROABS IS ADVANCED ABSENCE MANAGEMENT

ProAbs consists of two functional areas:

- ProAbs Holiday
- ProAbs Sickness

## PROABS SICKNESS

ProAbs Sickness structures follow-up on absence by analysing employee absence in order to highlight when intervention is required.



# ProAbs Sickness

## OVERVIEW AND ANALYSIS OF ABSENCE

### STRUCTURED FOLLOW-UP ON ABSENCE

ProAbs Sickness is a dedicated tool that gives managers and HR department an overview of employee absence patterns, and sends notifications when irregularities occur.

ProAbs provides an overview of absence patterns across departments, divisions, sites etc., revealing where HR actions are required or serving as the basis for management decisions. In addition, ProAbs Sickness can support HR in executing relevant activities and administrative procedures.

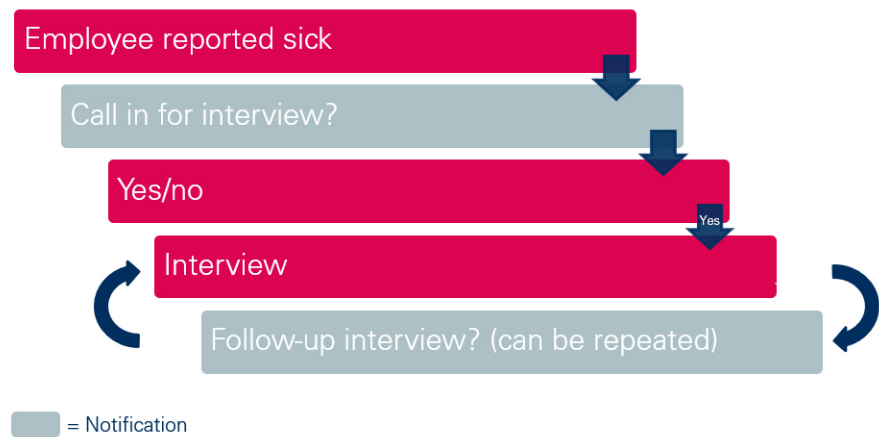
## RULES FOR AUTOMATIC MONITORING

ProAbs Sickness acts on customer-defined rules by providing a warning if limit values are exceeded and subsequently initiating a pre-defined workflow or action plan.

The company can define a set of rules for a range of scenarios, such as detecting when an employee has taken more than a certain number of sick days within a given period.

## INITIATION OF ACTION PLAN

When the criteria in the set of rules are fulfilled, ProAbs Sickness initiates the defined workflow or action plan, as for instance:



## ASSISTANCE FOR THE EMPLOYEE SYSTEM SUPPORT FOR FOLLOW-UP

Through monitoring absence periods and patterns, management gets the opportunity to proactively help any particular employee when needed. Similarly, they get the system support to administer illness/absence talks with employees and other kinds of follow-up.

## ProAbs Sickness

### **AUTOMATIC HANDLING OF ROLLING SICKNESS**

#### **ILLNESS SPLIT INTO PERIODS RELATED TO PAY/ENTITLEMENT**

If your company has a rolling sickness policy defining periods where the employee is entitled to different kinds of pay or no pay, ProAbs Sickness can now handle this setup.

The period of illness is then split into for instance:

- Waiting days (unpaid)
- Company sick pay
- Statutory sick pay

The setup defines the number of days before changing to the next type which is handled automatically.

### **SUPPORT OF CATEGORY AND SENIORITY**

These numbers may vary depending on the employee category. In addition, it may be related to seniority where the number of paid sick days (sickness entitlement) is then calculated in relation to each employee's employment date.

### **BETTER CONTROL OF COMPANY-PAID SICK DAYS**

Furthermore, the total number of company-paid sick days will be summed up over a rolling period of a year or a fixed period of 12 months to prevent that a person exceeds the sickness entitlement of company-paid sick days. All this without manual intervention.

### **FOCUS ON WORK/LIFE BALANCE**

#### **BETTER USE OF INFORMATION ENABLES PROACTIVITY**

It is essential that employees in a company thrive and that the company lives up to its social responsibility. Employees' work/life balance is extremely important in their everyday life and the right balance enables individuals to perform at their best for the company.

### **BETTER USE OF INFORMATION ON ABSENCE**

The purpose of ProAbs Sickness is quite simply to make better use of the information on absence already held within the system.

### **OPERATING ACCORDING TO POLICIES AND RULES**

ProAbs Sickness operates according to internal, user-defined rules, and simultaneously ensures compliance with public regulations.

### **PREVENTION EARLY INTERVENTION COORDINATION**

It is a powerful tool which enables the company to collect and analyze data focusing on the following goals:

- To prevent absence due to illness
- To promote an early intervention
- To improve the interaction between the focus on health and employment
- To monitor the sickness policy in place and split all absence into the right type or category, and thus ensure correct remuneration

## ProAbs Sickness



### COMPLY WITH RULES AND REGULATIONS

#### COMPLIANCE AND REDUCED EXPENSES

Essentially, ProAbs Sickness ensures that the company adheres to their sickness policy and public regulations by automating processes. And it facilitates correct remuneration of employees in case of absence due to illness.

### REDUCED EXPENSES ON SICKNESS

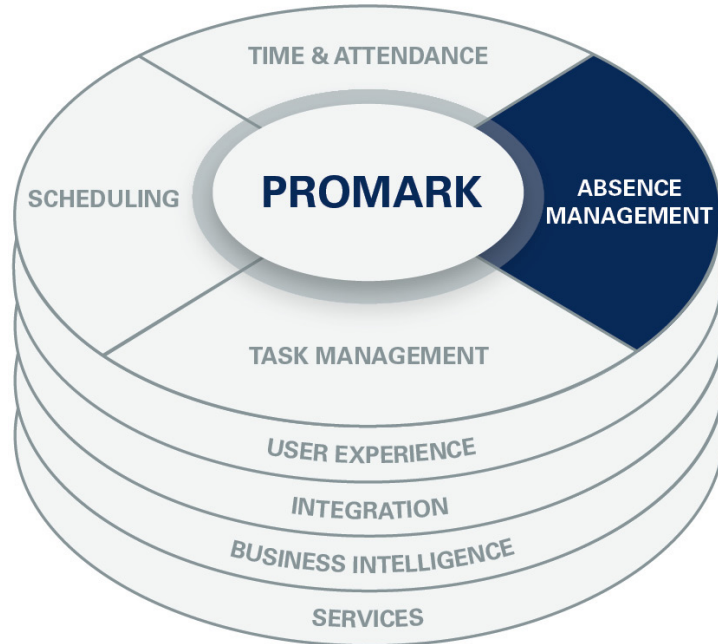
ProAbs Sickness also facilitates better support for employees who need it – by allowing the company to take action in accordance with labour laws as well as internal employee agreements and policies, while simultaneously making proactive efforts to assist employees.

### GREATER JOB SATISFACTION LESS ABSENCE

Additionally, the system is preventive. By focusing on the employees' work/life balance, the company can ensure improved job satisfaction and a lower level of absence due to illness. This in turn increases productivity (the essence of any sound business) and will even directly be reflected in the earnings.

# PROMARK WORKFORCE MANAGEMENT

ProAbs Sickness is part of absence management in ProMark Workforce Management. With ProMark we help to manage companies' largest and most valuable and strategic resource – the workforce. Contact us at +44 808 23 44 786 for more information about all opportunities or go to [www.mark-info.co.uk](http://www.mark-info.co.uk).



### TIME AND ATTENDANCE

Registration of working hours and deviation reasons validated against collective and local agreements creates the correct payroll basis



### ABSENCE MANAGEMENT

Advanced handling of accrual, use and transfer of holiday. Sickness management with distribution on the right accounts and workflows for follow-up and overview



### TASK MANAGEMENT

Registration of employee activities (job, project and process) refines ERP data for follow-up on resources and productivity



### SCHEDULING

Planning and scheduling for effective use of company resources – even in case of deviations



### USER EXPERIENCE

Smartphones, portal and terminals for registration, overview and approvals



### INTEGRATION

Standard integration to payroll/HR/ERP ensures exchange of important data



### BUSINESS INTELLIGENCE

Reports and analysis of data for measuring absence, productivity and savings



### SERVICES

Hotline, private cloud, application management, superuser service and hardware service that ease the daily operation of ProMark

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## MARK INFORMATION

Mark Information is an innovative software company offering Workforce Management solutions from offices in Denmark, Sweden, Norway, United Kingdom and Romania. Mark Information's Workforce Management solution ProMark enables customers to optimise productivity and generate savings through scheduling the right resources, at the right time, for the right job and ensures that resources are remunerated correctly in the most effective way. Mark Information services global corporations and has more than 1000 installations and 300,000 users. Read more at [www.mark-info.co.uk](http://www.mark-info.co.uk).

