

Long Term Sickness



Learning outcomes:

Explore how to manage long term sickness absence.

What you will need:

- Handout 7 – Long Term Absence
- Soft ball (source this yourself)
- Sticky notes (source this yourself)

Content and suggested timings:

| | |
|------------------------------------|----------------|
| Introduction and definition | 10 mins |
| Keeping in touch | 20 mins |
| Medical reports | 10 mins |
| Dismissal on grounds of ill health | 5 mins |
| Total duration: | 45 mins |

Introduction and definition

You may want to start by advising delegates that long term sickness absence is usually more complex to manage than cases of shorter or more frequent absences. As a result, assistance from HR or senior managers may need to be requested at an early stage.



Definition of long-term absence

Whilst there is no commonly agreed definition of long-term absence, the NICE (National Institute of Clinical Excellence) guidance defines it as:



"Absence from work lasting four or more consecutive weeks"
(NICE)



The CIPD identified that sickness absence of four consecutive weeks or more accounts for around a **fifth** of total absence from work.

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