

ABSENCE MANAGEMENT *by BASIC*



Reduce Your Workload, Cost and Risk

A recent survey conducted by Mercer concluded that the average number of absences taken by U.S. workers each year is 8.5. The result of all those combined absences cost employers 8.9% of their payroll.

Avoid Absence Abuse

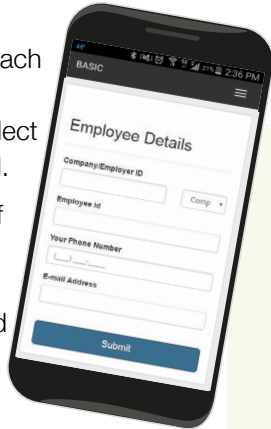
BASIC's Absence Management and FMLA systems are designed to simplify employer administration and improve employer efficiency. The challenge is to create a "uniform and sustainable" method to track employee absences without creating additional administrative burden.



BASIC's Absence Management Service

Gives employers greater ability to manage employee absences with critical data to help schedule staff and identify absence patterns by department, day or by employee with real-time information and historical absence data.

- Employers have two technology options for employee call off; online secure webform or toll-free Interactive Voice Response (IVR). Each option can be customized to collect the data you need.
- Both of our call off options provide a uniform and consistent method for data collection including date and time stamps.
- Managers & Supervisors have immediate access via the internet and text messaging to employee call off information 24/7.
- Ability to manage replacement workers with employee absences being viewable by workgroup and/or location seconds after an employee call off from work is completed.
- Perfect for single or multiple location companies.
- Call off reports by employee, department, work group, or location are readily available by supervisors (for their work group), administrators and managers for the entire organization.
- Proven improved employee attendance and reduced union grievance, unemployment, FMLA, other LOA programs and Department of Labor claims.



Helps identify various types of LOA

- Identifies possible FMLA qualifying events and notifies employer.
- Prompts and provides notification on first report of work injury and lost work time due to an existing Workers Compensation / work related injury.

Substantial Reduction in Employer Absence Management Time

BASIC's absence management system requires less than 1/3 of the employer's time spent on absence management administration with significant improvement in absence record keeping and time spent coordinating work responsibilities.

At BASIC, we pride ourselves on our attention to detail.

But don't take our word for it, read what our customers have to say:

HealthPlus of Michigan became a customer of BASIC a few years ago, utilizing the FMLA Ease Plus along with the complete Absence Management system. From the initial set up to dealing with issues, BASIC has always provided excellent service. Their knowledge and experience was extremely helpful and they were flexible in developing a system that suited our needs and unique requirements. The ability to track absences easily with the automated call-off line and dashboard, along with the FMLA administration that they provide has significantly reduced administrative challenges, time and expense. We have been very pleased with their services and would highly recommend them.

– HealthPlus of Michigan



For more information about any of our services or to speak with a sales consultant call 800.444.1922 x 3 or visit basiconline.com.

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