

Prevention and Control of Absenteeism and Abuse of Leave

Agencies are faced with many challenges when presented with employee absenteeism and abuse of leave. Excessive absenteeism and abuse of leave privileges reduce productivity, interrupt schedules, undermine morale, and increase overtime costs. This workshop includes interactive case studies and strategies to assist managers in effectively navigating the legal minefield involving absenteeism and leaves. Attendees will learn how to:

- Assess leaves and absenteeism problems;
- Understand the causes of excessive absenteeism;
- Establish criteria for acceptable absences;
- Recognize and address employee leave rights in responding to absenteeism;
- Understand management's and employees' legal rights; and
- Develop effective strategies for controlling excessive and/or abusive absenteeism.

Participants also receive a workbook containing supportive materials for implementing leave and absence procedures.

Who Should Attend?

Human Resources Professionals
Risk Managers
Supervisors
Managers

MCLE Credit

LCW is an approved provider for Minimum Continuing Legal Education (MCLE) Credit. Attorneys attending this course will receive 2.75 hours of MCLE credit. An MCLE sign-in sheet and certificate will be available at the workshop.

DATE: Wednesday, February 20, 2019

TIME: 8:30 A.M. – 11:30 A.M.

PRESENTER: Christopher S. Frederick

LOCATION: Pleasant Valley Recreation & Park District – Community Center
(Directions and map included.)

RESERVATIONS: Please register directly through your agency's HR Department.