

Absence and Leave Management

Every day, five to seven percent of your employees are absent from work. Chances are you don't know who is gone and why. But you need to know because the indirect expenses associated with your employees' absences are typically four times higher than the actual medical costs. By managing those absences, you can maintain the health of your workforce and your company's bottom line.

Identify. Initiate. Integrate.

Nationwide Better HealthSM offers TOPSSM (time off planning service), the most innovative and comprehensive absence and leave management solution available. Your employees will use it to automatically report:

- > Illnesses and injuries
- > Personal days
- > Leaves of absence
- > Family emergencies, including Family and Medical Leave Act (FMLA) leaves
- > Vacations and more

As an employer, you'll receive this information instantly — so you can see who's off and why. Our advanced system allows you to get real-time information, track and evaluate employee data, as well as create and customize your reports. You can use this information to evaluate your policies, identify absence patterns and confirm that appropriate benefits are getting to the right people.

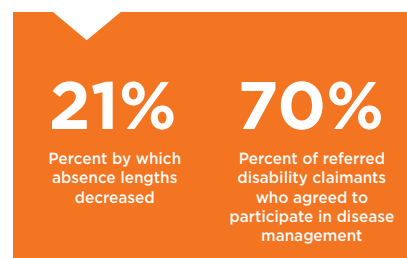
Managing What Matters

Our absence and leave management program is modular, highly flexible and easily customized. You choose the information that is collected, who receives reports and who has online access to absence data. Our system automatically determines absence type, distributes the appropriate forms and reports, promptly notifies supervisors of absences and helps ensure compliance with FMLA federal and state laws.

Our program allows you to tag absences that violate your company's attendance policies, while providing data in one sourced location. This enables supervisors to manage occurrences and establish probationary periods for those in policy violation.

Through our administration, we'll also help maintain compliance with regulations for all types of state and federal leaves, including the newly added FMLA coverage for military personnel and their families.

Results of our absence and leave management program for a large employer with 30,000 U.S. employees



With absences costing employers more than \$74 billion annually (University of Pennsylvania, 2005), our absence management program identifies employees in need of medical and disease management, and helps them improve their health.

Source: 2008 NBH Study

Better for you:

- > Offers an experienced and proven technology system — the choice of many Fortune 500 employers
- > Coordinates congruent and sequential benefits such as FMLA, short- and long-term disability
- > Accurately tracks intermittent and concurrent leaves and generates reports
- > Provides centralized intake and administration — a strong and consistent approach especially valuable for large and geographically diverse employers
- > Immediately notifies supervisors of absences so they can begin the process of temporary or replacement staffing
- > Identifies patterns of absences based on your unique situation and automatically alerts management
- > Uses absences to identify employees in need of medical and disease management and health promotion services
- > Integrates all types of leaves with disability administration, resulting in a more streamlined, consistent employee experience
- > Offers tools for managing absences, such as approvals and real-time web reporting

Better for your employees:

- > Provides an easy-to-use, customizable, friendly system
- > Provides live 24-hour-a-day telephone customer service; or if they prefer, employees can use the Internet to record their absences
- > Helps avoid delays in receiving benefits by making certain the correct type of benefit is requested and forms are filled out appropriately and accurately
- > Offers “high-touch” services to your employees from our experienced team of leave administrators
- > Empowers your employees to initiate the leave process

To learn more about how Nationwide Better Health can contribute to the financial health of your organization through absence and leave management or our other health and productivity solutions, including health promotion, disease, medical, maternity and disability management, call **866.404.6924** or visit **nwbetterhealth.com**.

