



## SOUTHERN CALIFORNIA ATTENDANCE PROGRAM STANDARD

Kaiser Permanente, the Alliance of Health Care Unions and the Coalition of Kaiser Permanente Unions value the contributions of each member of our workforce. The effectiveness of our health care team and our organization are enhanced when all of us are present at work.

Bearing this in mind, the Kaiser Permanente Southern California Regional Attendance Program Standard is available to promote the importance of workforce attendance. The program consists of the following seven components:

•	Strong sponsorship, accountability and clarity of expectations.
•	Consistent approach to the implementation and application of the attendance program throughout the Southern California region.
•	Positive recognition for employees with perfect and outstanding attendance.
•	Participation of employees in tracking and understanding their sick time usage.
•	Managers actively tracking and understanding the employees' sick time usage.
•	Joint review of attendance performance and identification of issues by management and unions.
•	Resolution of issues using a partnership approach to problem solving.

Our attendance program leverages working in partnership to create a healthy work environment that embraces the value of coming to work regularly and on time while providing income when we must take sick leave. Together, we can make Kaiser Permanente the “best place to work” that provides the best service and quality at an affordable price.

### Quick links to additional resources:

1. <http://lmpartnership.org/SCAL-Attendance> [KP Intranet]
2. <http://lmpartnership.org/Attendance-Standard-Intro>
3. <http://LMPartnership.org/Attendance-Standard>
4. <http://LMPartnership.org/Attendance-Standard-FAQs>

*For best results, open links in Internet Explorer.*

