

Dynamic absenteeism intake Perspectief

In brief, this is how the dynamic absenteeism intake works.



Your employee receives a dynamic absenteeism intake when they report sick for work.



Your employee can complete this at a time that suits them, so they can calmly consider their situation/absence from work. This yields more information than can be obtained from a phone call.



By submitting the dynamic absenteeism intake, your employee shares their story with the Perspectief professional.



Based on their answers, the Perspectief professional can offer your employee specific advice on the guidance they receive during their absence from work, tailored to their situation/absence from work and professional environment.

Read more about this on the next page.



- Dutch Data Protection Authority (AP)
- General Data Protection Regulation (GDPR)



The questionnaire takes 10 minutes to complete

What is the dynamic absenteeism intake?

The dynamic absenteeism intake is a short questionnaire that your employee completes about their situation/absence from work. It consists of questions that are mostly about why they have reported sick, what they are still able to do, how they are coping with the situation/absence from work and what it means for them. It's a smart questionnaire that adapts itself according to the answers.

Your employee receives the questionnaire at the time agreed with you. In most cases, this is on the first day of their absence from work.

We ask your employee to complete this questionnaire so that we can offer them specific advice on the guidance they receive during their absence from work, tailored to their situation/absence from work and professional environment. This will facilitate your employee's reintegration and long-term recovery.

Your employee completes the questionnaire via [the employee portal](#); a personal and secure environment in which they can also consult their absence from work file. The employee logs in to the employee portal via a personal email. They can also complete the questionnaire via the employee portal app. This app can be downloaded via Google Play and the App Store:

[Go to the App Store](#)

[Go to the Google Play Store](#)

What are the advantages of the dynamic absenteeism intake?

- If different employees frequently report sick, a pattern emerges. This gives you insight into the nature and scale of absenteeism within your organisation and enables you to prevent this in future by investing in sustainable employability. You can also use this information to improve your working conditions policy.
- Via the questionnaire, the Perspectief professional receives additional information for offering you and your absent employee specific advice on the guidance they receive during their absence from work, tailored to their situation/absence from work and professional environment. This will facilitate your employee's reintegration and long-term recovery.
- Your employee is given greater responsibility, which means that from day one they are actively engaged in considering the reason behind their absence and options for work, adapted or otherwise.
- Your employee can take their time to calmly consider their situation/absence from work with the aid of the questions. This yields more information than can be obtained from a phone call. In urgent cases, we can act more quickly as we already have a clear picture of the situation.

The dynamic absenteeism intake forms part of our standard service and generates no additional tasks for you as an employer. The answers to the dynamic absenteeism intake are stored in the employee portal. They can only be consulted by your employee and the Perspectief professional. This digital working method means that we comply with the strict security standards and privacy guidelines of the Dutch Data Protection Authority as well as the requirements of the General Data Protection Regulation.

The dynamic absenteeism intake for short-term absences

It's important that your employee also completes the questionnaire for a short-term absence. This provides the Perspectief professional with important information about their absence and enables the professional to assess immediately whether there is anything that requires a response with a view to prevention, frequent absences from work or any arrangements agreed with you. Decision-making and implementation are quicker too, which means we avoid causing you and your employee any unnecessary inconvenience.

In-depth questionnaires

Once your employee has completed the questionnaire, we (Perspectief) may ask them for further information using an in-depth questionnaire. This enables us to offer you and your employee more targeted advice on the next steps. If, for example, your employee has indicated that work is the reason (or contributing factor) for their absence, it's important to discover why and whether your employee feels they receive support in this respect. Like the dynamic absenteeism intake, your employee completes this in-depth questionnaire via the employee portal.

How can you help?

To manage your employee's expectations, engage them and get the most out of the questionnaire, we recommend that you:

- include the dynamic absenteeism intake (and potentially the in-depth questionnaires) in your absenteeism policy
- notify your employee about completing this questionnaire when they report sick
- inform your employee in advance, for example via the intranet or a work meeting
- share the employee version of this flyer with your employee

Please contact Perspectief on 0341-438700 if you have any further questions about the dynamic absenteeism intake.