

## Notes on Bradford Factor in CWFM System

Reports menu - Bradford factor

It has been recognised as a result of research at Bradford University that several short periods of absence are more disruptive than one long period, given the same number of total days absent. The Bradford Factor is a method of quantifying the disruption caused by a pattern of absence. The definition of the Bradford Factor is:

$$S \times S \times D = \text{Bradford Factor}$$

Where: S is the number of occasions of absence in a period and  
D is the total number of days' absence in the period.

Focus allows you to nominate Sick Paid and Sick Unpaid as the absence types for Bradford Factor Analysis.

A period of absence is defined in the same way as the periods for the Absence Periods report. See the example Calendar below:

0149 Michael Murdoch																																								
	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F							
Apr 2006						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
May	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									
Jun				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							
Jul						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
Aug		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
Sep						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					

The period 4 Apr 2006 to 20 Apr 2006 is treated as one period. In this case the employee is scheduled using the Rota and is not rostered for work on 6th to 8th April etc. and as such is not absent at this time.

The Bradford Factor report will include absences for periods that start before the Report Start date.

The Absence Period Report may be used to confirm the Bradford Factor Report.

Absence Periods Report						
Sat 01 Apr 2006 to Sun 12 Nov 2006 (226 Days)						
Employees in Bradford Ordered by Last Name						
Absences: Sick - Paid/Unpaid (Type)						
			Start	End	Calendar Days	Work Days
0149	Michael	Murdoch	04/04/2006	20/04/2006	17	10
			03/07/2006	05/07/2006	3	3
					<u>20</u>	<u>13</u>

In this case the employee has 2 periods of absence for a total of 13 days.

$$\text{Bradford Factor} = 2 \times 2 \times 13 = 52$$

On the Employees Option. There is a tick box on here to include/not include absences for periods that overlap the Report Start date.

In the example below: If there are no clockings between the days of holiday, it's treated as one absence of 5 days, i.e. BF=5.

If there had been clockings, or other absences in between the holidays, this would have broken the absence period up and increased the Bradford Factor.

We do it that way as weekends, for instance, wouldn't create multiple periods, and days with no clockings are all treated the same.

**Calendar**

2014 01 Jan 2014 - 31 Dec 2014

**9996**

	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S																			
Jan 2014			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																												
Feb						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28																												
Mar							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																								
Apr			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30																													
May				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																											
Jun							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30																									
Jul			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																												
Aug						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																									

**Bradford Factor Report**

Report Period: Bradford >= 365 Days  One Year  
 Start Date: Wed 01 Jan 2014 End Date: Wed 31 Dec 2014

Absence Definition: All

Include:  Sick Paid  Holidays Break Period  Sick Unpaid

Groups:  Primary Group Only  
 FLT Operators

Number	First Name	Last Name	Bradford
9000			284
9996			5