

WELL NIDMAR MATTERS

AUDITING SUMMARY

The **Consensus-based Disability Management Audit™** (CBDMA™) is an evaluation tool used to assess a worksite's capacity to manage absence and disability problems. In particular, the CBDMA™ is used to collect, organise and evaluate information obtained during site visits, interviews and other assessment processes. It is used to evaluate a worksite's strengths, weaknesses, resources, and capabilities in relation to an absence and disability management programme. The primary goals of a worksite-based disability management programme are to protect the employability of workers with disabilities and to control costs associated with work-related and non work-related injury, disability, and time lost to the organisation.

AUDIT ASSESSMENT

The Audit Process is based on International Standards initially developed in Canada in 2004. Since 2013 this process and the return-to-work practices associated with it have been recognised by ISSA [International Social Security Agencies] as best practice.

The process takes place over two to three days within the organisation, and comprises the following elements:

Consensus-based – A broad range of staff including management, HR, (union representatives and Occupational Health if applicable) will be asked a series of questions regarding the organisation's absence management and return-to-work issues. Agreement on the level of each question is needed to gain the score.

Evidence-based – The assessor looks at a range of material related to the organisation's absence management policies, as well as minutes from meetings and IT data. Where required clarification will be sought from management.

Survey – A random sample of employees from across the organisation will be asked a series of questions regarding the current absence management process.



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THE REPORT

The raw data collected through the audit process, is collated and analysed by IDMSC® Canada to formulate an organisation's profile.

Once analysed, the auditor further develops a report that reflects evidence gathered from 16 key areas examined during the audit process, these are specific to the organisation.

A comprehensive set of recommendations are given, both to inform the organisation where they currently stand and to define the work required to reach the international destination.

The benefits from gaining the accreditation include the:

- Provision of a tool to support compliance with an employer's duty-to-accommodate, through the Equality Act 2010 (the Act).
- Reduction in the number of days lost due to illness and injury.
- Reduction in costs associated with absence.
- Basis for the provision of good working relationships between management and workforce, using the consensus-based approach.

The report is shared with the organisation, with feedback on the findings, and discussions held to agree the way forward.

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