

Documentation:

Sick_and_Injured Report

Description:

1. This report displays total hours missed due to sickness or injury since the beginning of the current calendar year for all uniformed members of the Rochester Fire Department.
2. Members are flagged if they are close to exhausting, and if they have exhausted, their allocated sick-injured hours based on years of service.
3. The report runs nightly

Definitions: A shift type is defined as sick or injured by these schedule types:

Description	Workday Code (for payroll)	Schdtypeid (for developers)
Sick	003	4
Off Duty Injury	005	6
Pending On Duty Injury	017	86
FEMA Sick	118	88

YELLOW FLAGS: Members that are 240 hours or less from exhausting their allocated sick-injured hours are highlighted **yellow** in the report based on these conditions:

- Years of service ≥ 5 years and **total sick and injured hours** is ≥ 864 hours
- Years of service < 5 years and **total sick and injured hours** ≥ 312 hours

RED FLAGS: Members that have exhausted their allocated sick-injured hours are highlighted **red** based on these conditions:

- Years of service ≥ 5 years and **total sick and injured hours** is $> 1,104$
- Years of service < 5 years and **total sick and injured hours** is > 552

Automated Emails: An automated email is sent to the following positions when a member is added to the yellow flag or red flag group at report runtime:

- Case Manager
- Finance Supervisor
- Dedicated Payroll email address, rfd-payroll@cityofrochester.gov
- CAR3, EDC-O
- CAR2, EDC-A