

## Create a Comprehensive Fatigue Risk Management Strategy with Kronos Software and CIRCADIAN Consulting

To help you address the risk of fatigue in your organization, Kronos® Incorporated and CIRCADIAN® have partnered to offer you a comprehensive solution. This fatigue risk management strategy combines software solutions and consulting services to help you establish effective, automated schedules and diminish the risk of noncompliance.

This is an approach created by the global leaders in workforce management and fatigue risk management. And it's an approach that can help your organization reduce costs and minimize its risk of fatigue-related errors and accidents.

### Define shift rotations that mitigate fatigue with CIRCADIAN schedule consulting

At the heart of any fatigue risk management strategy is establishing baseline schedules that minimize employee fatigue. Such a task can be extremely complicated, especially in 24/7 operations with differing department needs, demographics, and/or cultural attitudes. Additional complicating factors can include collective bargaining agreements, work-hour and fatigue guidelines, or requirements that vary by industry or country and are often mandated by legislation.

CIRCADIAN, with its proven change management process, is the recognized industry leader in helping organizations determine and implement optimal, site-specific work schedules. With CIRCADIAN's shift scheduling solution, you can rest assured that your schedules incorporate all necessary legislated and negotiated requirements while maintaining operational efficiencies and safety.

### Automate schedule rotations with the Kronos Workforce Central suite

Once effective baseline schedules are established for all units, the next step is to automate those schedules through the Kronos Workforce Central® suite. Workforce Central software automates a variety of workforce management processes to deliver high-quality and real-time information in one centralized system.

The Workforce Central scheduling solution helps you create schedules that align labor with anticipated demand while adhering to scheduling policies. The software supports a virtually unlimited number of rotations through its pattern editor. These rotations can be as long or as short in duration as needed, and can include mandated progressions from one job to another for appropriate unit staffing. Once a pattern is created, it can be applied to one or more employees with effective dates that determine the point at which it repeats, thus allowing for the same pattern to be applied in a staggered fashion across multiple employees.

Intuitive Web-based screens allow for the easy viewing and editing of these schedules, including the assignment of new patterns to employees in order to address operational changes. In addition, self-service capabilities enable employees to view these schedules at any time from a variety of kiosk or mobile devices.

### Enforce fatigue mitigation rules and simplify day-of-operations scheduling

Scheduling tools within the Workforce Central suite provide additional guidance throughout the editing process so schedulers can quickly respond to day-of changes in operations, such as absent employees or sudden overtime requirements. For example, the application can offer immediate staffing feedback anytime an open shift is highlighted. It can display a list of qualified candidates for the highlighted shift, listed in a weighted order according to each organization's specific needs.



This weighting is rules-based, and these rules can factor a wide variety of considerations into their recommendations, including hours already worked, hours remaining on schedule, time spent at rest within specified periods, and more.

Workforce Central can also automatically validate a schedule and alert for any rule violations. The violations can then be highlighted in the rules tab and on the schedule itself and ranked in three categories:

- Information – A notice on the schedule and in the rules tab calls the manager's attention to the situation
- Warning (with an override option) – An alert on the schedule and in the rules tab lets the manager know a potentially serious violation exists
- Warning (with no override option) – An alert on the schedule and in the rules tab actually prevents the edit from being made because it creates a situation of critical noncompliance

Rules can be configured to support a customer's unique fatigue management requirements. Such rules help companies comply with contractual agreements regarding hours and shifts, as well as legislative requirements related to the mitigation of fatigue.

### Gain valuable insight and continuously improve schedule effectiveness

Integration between Workforce Central software and Circadian Alertness Simulator™ software provides schedulers and supervisors with a powerful tool for evaluating their scheduling practices. This means operations can:

- Highlight areas in which they are at risk of noncompliance
- Measure (and benchmark) the fatigue impact of different work schedules
- Identify groups of employees who have the highest fatigue-incident risk and make necessary adjustments and/or provide countermeasures
- Establish an ongoing method for reducing the fatigue risk of the work schedule

Additionally, scheduling metrics in the integrated analytics solutions in Workforce Central enable companies to evaluate the effectiveness of their schedules, highlighting variances in planned and actual labor and allowing them to analyze and address those trends.

### Create a culture of fatigue awareness with CIRCADIAN services and strategies

A fatigue mitigation program is only as successful as the organization's discipline in using the new technologies and enforcing the new practices they entail. To that end, CIRCADIAN provides services and strategies to help organizations establish a culture of awareness around issues of fatigue, including:

- Seminars and workshops for managers and supervisors on staffing, shift schedule optimization, and fatigue risk management system implementation
- Fatigue-risk-training programs — including classroom, train-the-trainer, and online training — for employees and supervisors
- Educational support materials on shift work and fatigue, including newsletters, booklets, and videos

### About CIRCADIAN

CIRCADIAN is the global leader in shift work, fatigue risk management systems, and 24/7 workforce performance solutions for businesses that operate around the clock. It provides consulting expertise, research, training, and software tools to help shift work operations optimize employee performance and reduce the inherent risks, costs, and liabilities of running a 24-hour operation.

### About Kronos Incorporated

Kronos is the global leader in workforce management solutions that enable organizations to control labor costs, minimize compliance risk, and improve workforce productivity. Its easy-to-own time and attendance, scheduling, absence management, HR and payroll, hiring, and labor analytics solutions and strategic services provide complete automation and high-quality information, and deliver the experience customers expect.



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