**Sickness Absence Categories**

The University uses UCEA absence categories and each period of absence must be classified as one of these groups. Below is a table of all UCEA absence categories which also provides examples of what should and should not be included in each category:

**Table 1 – Examples of UCEA absence categories**

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| **Category** | **Examples to include** | **Don’t Include** |
| Anxiety, Depression, Stress (work related), Stress (NOT work related) and other Mental Health issues | Stress, fatigue, debility, anxiety, depression, bereavement, exhaustion, nervous debility, panic attacks |  |
| Blood Disorders | Anaemia, haemophilia, blood clots |  |
| Burns & Poisoning | Burns, frostbite, sunburn, wasp stings |  |
| Cancer or Tumour | Cancer and cancer treatments (chemotherapy, radiotherapy), lymphoma, biopsies, mastectomy, breast cancer |  |
| Cold | Cold, cough, flu, fever, virus, temperature, general aches and pains, hay fever | Headaches |
| Chest Infections and Respiratory problems | Breathing problems, bronchitis, chest infection, pneumonia, pleurisy, chest pains, respiratory tract infections, tracheitis | Asthma, ears, nose or throat issues, cold or flu |
| Dental | Toothache, tooth abscess, other oral problems, dental treatment | Surgery e.g. tooth extractions |
| Diabetes, Thyroid and other Endocrine/ Glandular issues | Diabetes, glandular fever, swollen glands, thyroid problems |  |
| Ears, Nose & Throat | Ear problems, earache, labyrinthitis, tinnitus, sore throat, laryngitis,  | Surgery or operations e.g. tonsillectomy  |
| Eye problems | Eye problems, conjunctivitis, glaucoma |  |
| Genitourinary and Gynaecological  | Cystitis, bladder infections, kidney problems, menstrual pain, urinary tract infections | Pregnancy related problems |
| Headache and Migraine | Headaches, migraine, dizzy spells, neuralgia, sunstroke |  |
| Heart, Cardiac and Circulatory Disorders | Heart attack, angina, stroke, seizure, irregular heartbeat, blood disorders, blood pressure, blood clots, deep vein thrombosis (DVT), anaemia, varicose veins |  |
| Injury | Fracture or break of a limb, industrial injury, sporting injury |  |
| Menopause or Perimenopause Symptoms | Menstrual changes specifically heavy periods, especially flooding, other menopause symptoms |  |
| Musculoskeletal | Neck pain, sprains, strains, arthritis, sciatica, whiplash, muscle tears, bruises, RSI | Back pain |
| Operations/Recovery/Medical Appointment | Hospital appointments, organ donation, any operation or surgery, investigations, tests, tooth extractions | Dental appointments |
| Other Infectious Diseases | Measles, mumps chicken pox, shingles, legionnaires, foot and mouth | Throat Infections |
| **Category** | **Examples to include** | **Don’t Include** |
| Other/Unknown | Other reasons not classified elsewhere, only to be used rarely |  |
| Nervous System Disorders | Multiple sclerosis, Lyme disease, Huntington’s disease, ME |  |
| Pregnancy Related | Pregnancy related problems, miscarriage |  |
| Skin Disorders | Eczema, rash, psoriasis, alopecia, cellulitis, allergies | Burns or hay fever |
| Stomach, digestive and gastrointestinal problems | Vomiting, diarrhoea, nausea, upset stomach, indigestion, gastritis, ulcers, norovirus, IBS |  |
| Substance Abuse | Alcohol or drug dependency |  |