

SCB
701 89 ÖREBRO

Instructions - *Sickness absence during the sick-pay period*

Information about reporting changes of ownership, etc.

If you don't have any employees this year, please notify Statistics Sweden. Please provide new name or new company registration number, or other changes in your company structure.

Has an employee been sick and received sick pay (including qualifying-deduction days) during the month?

If yes, check the box and complete the form.
If no, check the box and submit the form.

The following employees were sick and received sick pay (including qualifying-deduction days) during the month.

Personal identity number

Note that personal identity numbers must be reported in 12 digits.

First day of the sick-pay period

The first day of the sick-pay period, or the first day of the month (if the employee fell sick the previous month).

Last day of the sick-pay period

The last day of the sick-pay period is:

- the day before the sick individual returns to work
- the Social Insurance Agency assumes responsibility for the matter
- the last day of the month (if the sickness period continues in the following month).

Note the rules on relapse, which apply for employees falling ill within five calendar days of the previous sickness period. Such sick days must be reported as one unified sickness period. Only the sick days falling in the relevant calendar month are to be reported here.

Note that there should thus always be data entered into the fields *Sjuklöneperiodens första dag* and *Sjuklöneperiodens sista dag*.



Number of working days with sick pay, including qualifying-deduction days

Enter the number of days with sick pay, including qualifying-deduction days, for the relevant sick-pay period. All days in the sick-pay period should be counted, regardless of whether the employee was sick a whole day, part of a day, or sick while employed half-time. If a period of sickness continues into the following month, enter the number of days with sickness pay for those days which fall in the current month. Periods of sickness which continue into the following month should be reported as two separate periods, one in each month. This is the case even when the final day of the sickness period is unknown at the time of reporting.