

THE FACULTY OF MATHEMATICS AND NATURAL SCIENCES INFORMATION REGARDING ABSENCE DUE TO ILLNESS

The list below is not meant to be exhaustive. However, it does answer the most common questions that may arise in cases of illness (you or your child). For more specific queries, please contact us, and we will try to help you.

Self-certification of absence:

- ♣ The employee must have been employed for at least 2 months before self-certification of absence (“egenmelding”) can be used. (Lov om folketrygd (FTL) (national insurance act), §8-24, first paragraph).
- ♣ The employee must have been back at work for 4 weeks after maternity/paternity leave, pregnancy leave, or adoption leave before they can use self-certification of absence. (FTV § 8-24b)
- ♣ Self-certification of absence can be utilized for up to 24 days over a 12-month period, *independently of the calendar year*.
- ♣ If you use 8 days of self-certification of absence over a 16 day period, you will have to be back at work for 16 days before you can use another self-certification day.
Absence due to illness during this period, will have to be documented with a sick note from the doctor.
- ♣ If you have been absent with a sick note from the doctor for 16 days or more, you will have to be back at work for 16 days before you can use another self-certification day.
Absence due to illness during this period, will have to be documented with a sick note from the doctor.

When your child or the childminder is ill (AML § 12-9):

- ♣ The employee must have been employed for at least 4 weeks for the employer to grant care allowance in the case of your child’s or your childminder’s illness.
- ♣ The right to paid leave to care for a sick child, applies to the end of the calendar year when the child turns 12. (FTL § 9-5, letter d)
- ♣ Employees who care for children under the age of 12, is entitled to up to 10 days *per calendar year* for required supervision when the child is ill (15 days if the employee is responsible for 2 or more children). (FTL § 9-6, first paragraph)
- ♣ If you are a sole carer, you are entitled to up to 20 days when your child is ill (30 days if you are caring for 2 children or more).

Regarding sick notes (AML § 4-6, nr. 3 + § 2-3, letter f and g):

- ♣ In case of a longer period of sick leave, the employer should prepare an individual follow-up plan as soon as possible, and no later than within 4 weeks.
- ♣ The follow-up plan should be made whether the employee is on part-time or full-time sick leave.
- ♣ The follow-up plan should be developed in cooperation with the employee.
- ♣ A copy of the follow-up plan should be sent to HSE-section (The Health, Safety and Environment Section)