

Oracle Absence Management

With the increased focus on the employee experience for productivity and well-being, it's imperative for HR leaders to uncover and understand the reasons behind their workforce's absences so they can promote a healthy workplace. However, complex global and local compliance requirements can make this task challenging. Oracle Absence Management helps leaders improve employee productivity and wellness by giving them the tools, including AI agents, to manage and analyze absences and the flexibility to adapt to changing policies.

Manage absences efficiently

Configurable rules: Specify different criteria to comply with legislative rules and other policies. Rules and criteria can be shared across absence plans and absence types. Automate approval paths and rules according to your organization's standards.

Absence plans: Build absence plans easily and quickly by setting period terms, eligibility, accrual, and carryover rules, entitlement definitions with different bands, and payment definitions.

Absence types: Create absence types by configuring absence validations, plan balance priorities, administrative tasks, and display appearances, facilitating smart transactions for absence requests and recording.

Remain agile with a flexible experience

Consistent absence policies: Respond quickly to regulation changes with full control over the configurations within Oracle Absence Management, including eligibility rules, validations, accrual and carryover rules, entitlement definitions with different bands, and a variety of other policies.

Administrative framework: Leverage a framework to configure a set of administrative tasks and milestones by absence type. This framework supports the management of medical authorizations, late notification overrides, and payment suspensions and resumptions.

Dynamic, AI-guided absence management experience: The experience adapts to each user, delivering personalized guidance. Employees get exactly what they need—absences registered, balances, entitlements, and applicable policies—to complete requests confidently, and managers see context-aware insights to help them make faster, compliant decisions. This means fewer steps, clearer choices, and immediate validation, giving employees complete autonomy.

Key features

- Absence and Leave Employee Assistant
- Absence and Leave Manager Assistant
- Self-service experiences for employees and managers
- Individual or pool donations
- Balance disbursements and compensatory plans
- Support for configuring global and local absence rules
- HCM approval framework
- Administrator action tasks
- Absence plan types for managing different entitlements, accruals, and payment definitions
- Quick and easy configuration of absence plans and absence types
- Unified with Oracle HR, Benefits, Time and Labor, and Payroll
- Integration with third-party calendars

Key benefits

- Give employees and managers real-time, personalized AI support.
- Use AI agents to keep managers informed and give employees autonomy.
- Improve the employee experience with easy, AI-guided absence entry.
- Make your absence management policies effective and consistent.
- Monitor administrative tasks.
- Analyze patterns to prevent burnout and absenteeism and

Offer options that cater to employee wellness

Compensatory time-off plans: Oracle Absence Management can leverage data from Oracle Time and Labor (or third-party labor systems) to update compensatory time accrual balances and keep track of dates and earning rates to manage expiration and payment rules.

Leave donations: Enable workers to easily donate absence hours to others who qualify to receive donations due to medical emergencies or to a pool for employees impacted by major disasters who have exhausted all the paid leave available to them.

Self-disbursements: Allow workers to enroll in a cash-out program via Oracle Benefits or use a self-service tool to request cash payments for qualifying absence plan balances.

promote a healthy workplace.

- Improve collaboration between HR, Time and Labor, Benefits, and Payroll.
- Maintain a reliable absence management program.
- Provide options that support employee well-being.

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