

# Menopause, Work and Workplace Adjustments

We are all in it together

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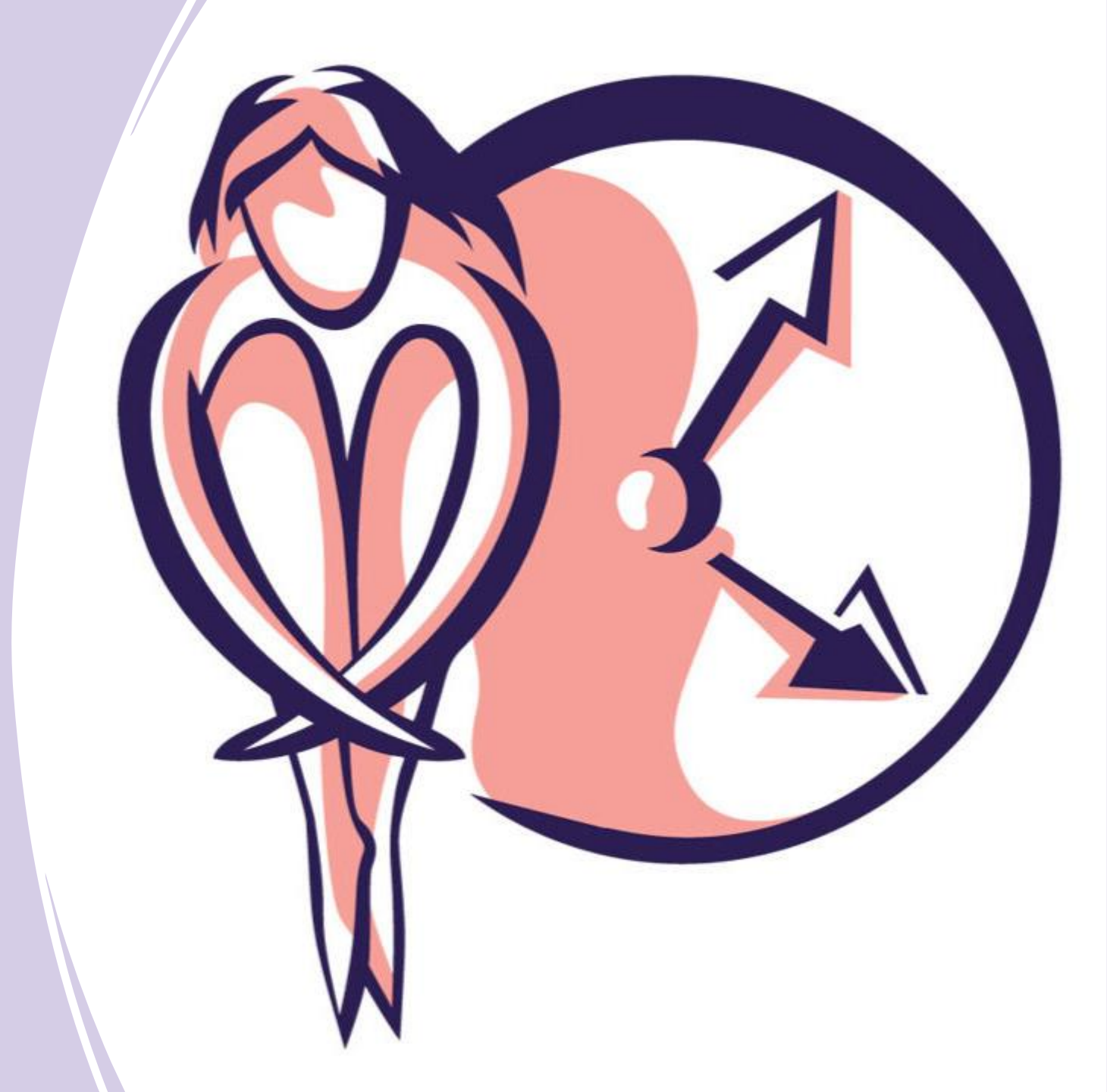
[sfh-tr.wellbeing@nhs.net](mailto:sfh-tr.wellbeing@nhs.net)

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# Aims & Objectives

- Symptoms
- Impact at work
- Workplace adjustments
- Recording Menopause related absence
- Equality Act
- Support in your organisation



# Scope of the issue

- 76.5% of the NHS workforce (over 1 million) are women
- Women between the ages of 45 and 54 make up **1 in 5** of the entire NHS workforce, over 260,000 women
- The most-reported difficulties menopausal people report at work include:
  - Poor concentration
  - Tiredness
  - poor memory
  - feeling low and/or depressed
  - lowered confidence.

# Workplace factors that may be difficult to deal with include:

- jobs that have long shifts or work through a 24-hour shift rota
- difficult to take regular toilet breaks
- wearing of a uniform or working in areas that may make it uncomfortable if there are problems regulating temperature control
- lack of flexible working
- working too many consecutive days in a row
- a demanding workload
- having a fast-paced role that requires concentration
- early start times after a difficult night's sleep

# Hot flushes

**Potential impact at work:** Less tolerant of temperatures in the workplace.

Work clothes / uniform may become uncomfortable.

PPE may be uncomfortable if worn for long periods.



**Potential Adjustments:** Ensure easy access to drinking water.

Ensure easy access to washroom/changing facilities.

Access to shower facilities, if required.

Allow for more frequent breaks to manage symptoms, change clothes, etc.

Avoid close fitting or non-breathable clothing e.g. scrubs.

Allow flexibility with uniforms (e.g. no tights required).

Consider providing additional uniforms.

Look at ways of cooling the work environment (e.g. fan, moving to a desk near a window that opens).

Limit the time spent wearing PPE.

# Sleep difficulties, insomnia and fatigue

## Potential impact at work:

Tiredness, Concentration issues, Irritability

## Potential Adjustment:

Agile working options

Adjusted working hours

Flexible working approach

Extra time for tasks to assist with concentration

Fixed shift pattern so that there is predictability

Work the same hours over more days or the same days with less hours.



# Mental health symptoms

**Potential impact at work:** Performance may be affected

**Potential Adjustment:**

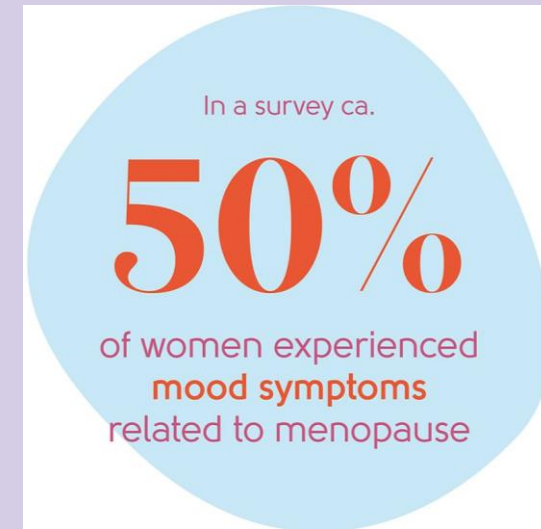
Contact your Employee Assistance Programme for advice and support

Time to attend appointments if fall within work time

Undertake mindfulness activities such as breathing exercises or going for a walk

Identify a 'buddy' for the individual to talk to (this could be within or outside of their team)

Microbreaks of 5 to 10 minutes in a quiet setting





# Poor concentration / loss of confidence

**Potential impact at work:** Performance may be affected.

Difficulty making decisions and focusing.

Work-related stress.



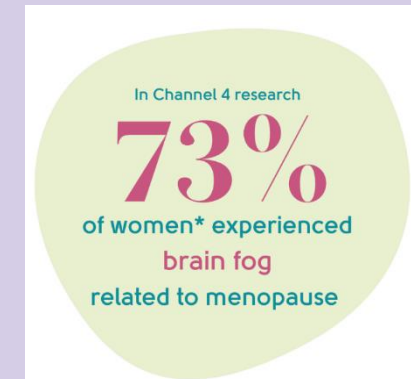
**Potential Adjustment:** Consider if concentration is better or worse at particular times of the day and adjust working pattern / work tasks accordingly.

Use technology where this is helpful, for example for reminders or note taking

Review task allocation and workload.

Have regular one-to-one meetings so that any issues can be discussed.

Where possible, arrange a quiet place to work and reduce interruptions.



If work-related stress is perceived, stress risk assessment to identify the perceived sources of stress and what can be done to remove/reduce

Share important communications in writing to support mental processing and recall.



# Irregular and/or heavy periods

**Potential impact at work:** Need to access toilet facilities on a frequent basis.

Certain tasks may be unfeasible (e.g. assisting with hydrotherapy)

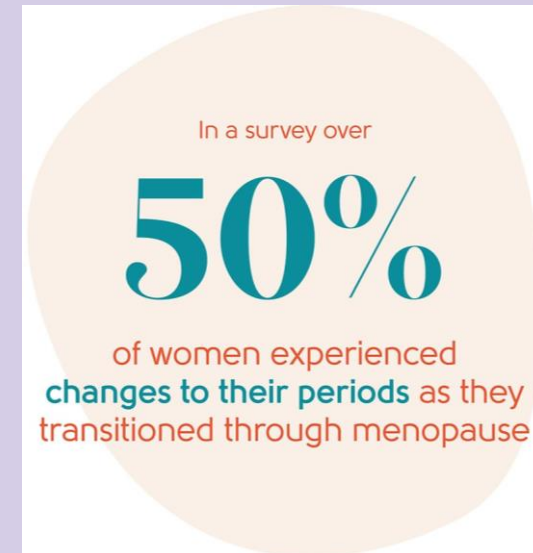
**Potential Adjustment:** Ensure easy access to toilet.

Allow for more frequent breaks to go to toilet.

Access to shower facilities, if required.

Temporary adjustment to duties, if required.

More uniforms may be needed



# Urinary Problems

**Potential impact at work:** Need to access toilet facilities more frequently.

May need to drink more fluids.

**Potential Adjustment:** Ensure easy access to drinking water.

Ensure easy access to toilet facilities.

Allow for more frequent breaks to go to toilet.



# Headaches

**Potential impact at work:** Loss of concentration / performance may be affected.

**Potential Adjustment:** Ensure easy access to drinking water.

Where possible, arrange a quiet place to work and reduce interruptions.



# Joint stiffness, aches and pains

**Potential impact at work:** Static postures/moving & handling may be more uncomfortable.

**Potential Adjustment:**

For desk based employees, undertake a workstation risk assessment

Allow for more frequent breaks so that the employee can change position and stretch

Review manual handling risk assessments for moving and handling requirements

Self referral physiotherapy services are widely available through GP practices – time to attend appointments if in work time



# Reasonable Adjustments Form

Healthier Communities,  
Outstanding Care



Sherwood Forest Hospitals  
NHS Foundation Trust

## Reasonable Adjustment Agreement

This form is to be completed by the employee and line manager at a meeting to discuss the employee's disability or long term condition and then placed on the employee's personal file.

### 1. Personal Details

Name:	
Job Title & Department:	
Date of agreement:	
Line Manager:	

### 2. Details about my disability / long term condition

What is the pattern of your disability or long term condition? Is it stable, relapsing/remitting, recurrent etc?	
Are you on medication or treatment that gives you side effects? If so what side effects do you get?	
What impact does your disability or long term condition have on you physically, emotionally and behaviourally?	
How does your disability or long term condition affect you at work?	
Are there any early signs that your disability or long term condition is deteriorating? If so, what are the signs?	
What current strategies are in place in the workplace to support you? E.g. longer breaks	
Do you have regular health related appointments that you will need to attend? If so, what is the frequency of these?	

### 3. Advice obtained

The following advice has been obtained in relation to my disability or long term condition:

Contact	Most recent date of advice	Recommendations
Occupational Health		
Access to Work		
Health and Safety		
Other : please state		

### 4. Agreed adjustments

Identified area	Reasonable Adjustment	Timeframe

### 5. Declaration

This agreement will be reviewed jointly by the employee and line manager on an annual basis, or earlier if there are changes to the employee's condition or they change jobs, to ensure the reasonable adjustments are still addressing the needs of the employee.

An up-to-date copy of this form will be retained on the employee's personal file.

Employee's name (print) .....

Employee's signature ..... Date .....

Manager's Name (print) .....

Manager's Signature..... Date.....

# Return to work and Sickness reason

### Create Absence: Enter Absence Details

Employee Name: [Redacted] [Details]

Employee Number: [Redacted]

Select an Absence Type, and enter any other information you want to record for your request. You can choose the Calculate Duration button to see the number of days or hours you are requesting.  
\* Indicates required field

Absence Type: Sickness [Dropdown]

Level 1 Reason: S11 Anxiety/stress/depression/other [Search]

Level 2 Reason: S1007 Menstrua [Search]

Duration: Start Date: 11-May-2025 [Calendar] End Date: 11-May-2025 [Calendar]

If Start Date is required

Days: [Dropdown]

Total: 1 **Calculate Duration**

Duration is calculated based on the number of full calendar days between the start and end date of your absence. You may need to update this duration to take account of your work pattern (e.g. to exclude weekends).

Hours Lost: [Input]

Seconds Lost: [Input]

Working Days Lost: [Input]

A/C First Period Hours Override: [Input]

A/C Last Period Hours Override: [Input]

Work Related: [Search]

Third Party: [Search]

Disability Related: [Search]

Violence and Aggression Related: [Search]

Notifiable Disease: [Search]

Return to Work Discussion Date: [Calendar]

Occupational Health Referral Date: [Calendar]

HE Intervention: [Search]

HE Intervention Date: [Calendar]

HE Intv Date: [Search]

Final Interview Date: [Calendar]

Surgery Related: [Search]

Related Reason: Menopause [Search]

Assessment Date: [Calendar]

Calendar: May 2025

SUN	MON	TUE	WED	THU	FRI	SAT
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

# Is the Menopause a protected characteristic under the Equality Act 2010?

- **Disability-** Under the Equality Act 2010, a person is considered to have a disability if they have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on their ability to do normal daily activities;
- **Gender Identity-** you must not be discriminated against because you are transsexual, when your gender identity is different from the sex assigned to you when you were born.



Organisation	Webpage	Contact
Sherwood Forest Hospitals and NHIS Colleagues	<a href="#">SFH Wellbeing and Welfare</a>	<a href="mailto:Sfh-tr.wellbeing@nhs.net">Sfh-tr.wellbeing@nhs.net</a> <b>0330 380 0658</b>
Nottinghamshire Healthcare NHS Foundation Trust	<a href="#">Menopause for Nottinghamshire Healthcare colleagues</a>	<a href="mailto:StaffSupportService@nottshc.nhs.uk">StaffSupportService@nottshc.nhs.uk</a> <b>0330 380 0658</b>
Nottingham University Hospitals	<a href="#">Managing the Menopause   NUH</a>	<a href="mailto:staffwellbeing@nuh.nhs.uk">staffwellbeing@nuh.nhs.uk</a>
Nottingham and Nottinghamshire ICB	<a href="#">ICB Occupational health and Employee Assistance Programme</a>	<b>0800 028 0199</b>
Nottingham CityCare	<a href="#">CityCare Menopause Support</a>	<a href="mailto:Ncp.menopause@nhs.net">Ncp.menopause@nhs.net</a>
Nottinghamshire County Council		<a href="mailto:wellbeing@nottsc.gov.uk">wellbeing@nottsc.gov.uk</a>
Nottingham City Council	<p>Main intranet page: <a href="#">Menopause Intranet page for Nottingham City Council</a></p> <p>Also <a href="#">Menopause Connect</a> (informal group sessions) and <a href="#">New – Menopause and Perimenopause Well Checks (nottinghamcity.gov.uk)</a> (OH appointments)</p>	<a href="mailto:ew.admin@nottinghamcity.gov.uk">ew.admin@nottinghamcity.gov.uk</a>

# Resources and information

- NICE (2019) [Menopause: diagnosis and management \[NG23\]](#)
- Henpicked <https://henpicked.net>
- Queer/LGBTQIA+ [Menopause resources for LGBTQIA+ people queermenopause.com](#)
- NHS Employers [Menopause and the workplace](#)
- WHO [Menopause factsheet](#)
- RCN [The menopause and work](#)
- ACAS [Menopause at work](#)
- FOM/RCP [Guidance on menopause and the workplace](#)
- Menopause Matters <https://www.menopausematters.co.uk>

# Any Questions?