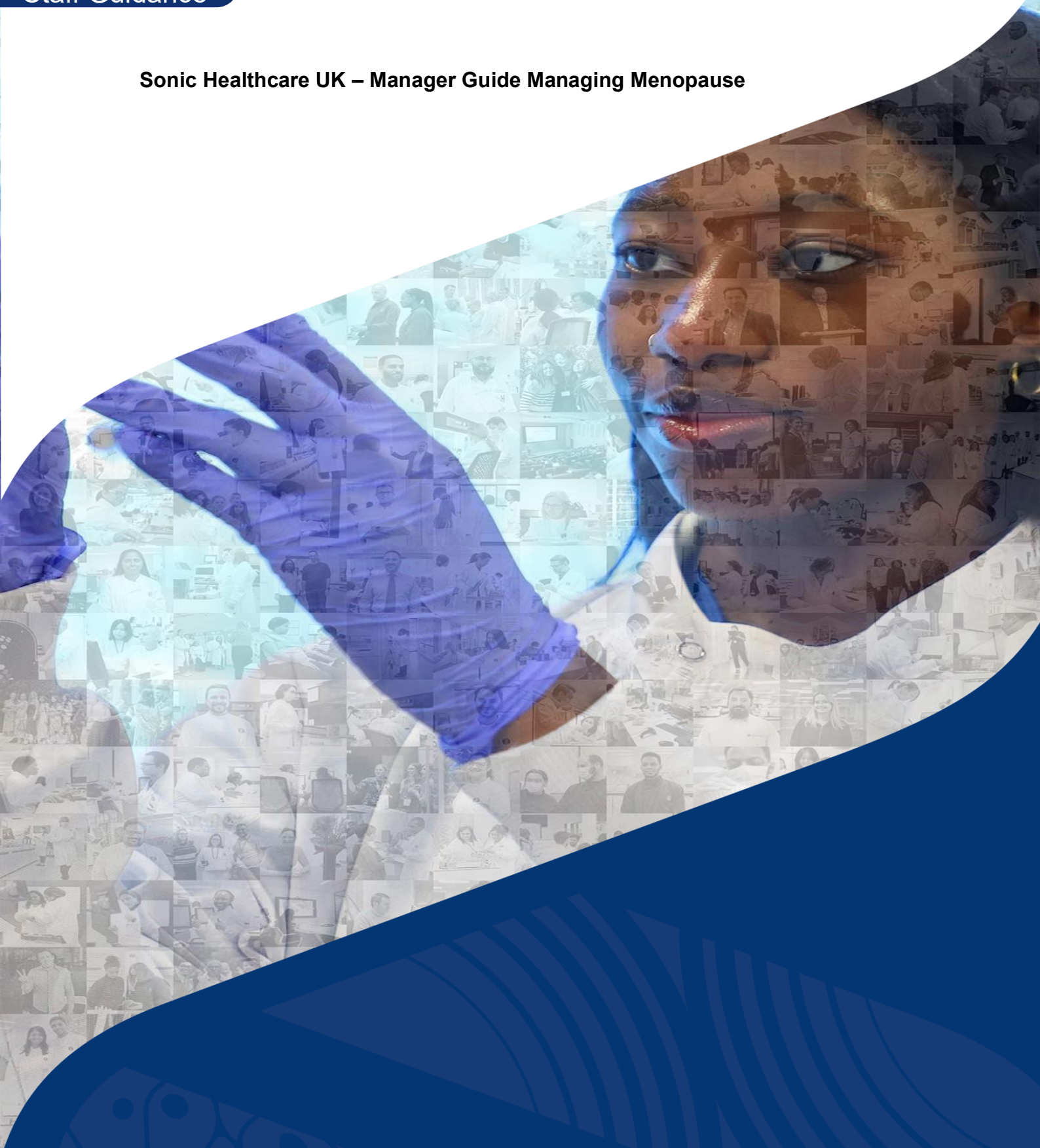




**SONIC HEALTHCARE
UK**

Staff Guidance

Sonic Healthcare UK – Manager Guide Managing Menopause



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1 INTRODUCTION

This guide is for managers to help them support employees navigating menopause. Please refer to the Employee Guide for additional information.

People of diverse gender expressions and identities experience menopause, and although we may use the terms “women”, “female” and “her” when quoting specific research, this guide is focused on how everyone can be supported.

Menopause is a biological stage in life that occurs when hormones change, and eventually, menstruation stops.

Statistics

- It is estimated that there are 5.87 million women of menopausal and perimenopausal age working in the UK.
- Women over 50 are the fastest-growing workplace demographic, and 8 in 10 people of this age group in work are going through menopause.
- Many women are unwilling to discuss menopause-related health problems with their line manager or ask for help.
- 1 in 4 women have considered leaving work during their menopause transition.
- 14% of women have reduced their hours.
- 8% of the female population have not applied for promotion.
- The average menopause age is 51.
- At Sonic Healthcare 17.6% of our female workforce may be experiencing menopause symptoms.

2 STAGES OF MENOPAUSE

Peri-Menopause: The time leading up to menopause when they may experience changes and menopausal symptoms. This can be years before menopause.

Menopause: A one-day event when menstruation stops.

Post Menopause: The time after menopause has occurred, starting when periods have ceased for 12 consecutive months and one day and for the rest of life.

When we talk about menopause in this guidance document, we are referring to any of these stages.

3 NON-BIOLOGICAL CAUSES OF MENOPAUSE

Surgical Menopause: occurs when ovaries are removed. Hormone levels plummet, and menopause is immediately experienced.

Medical Menopause: occurs when ovaries stop working due to chemotherapy, other medicines, or radiotherapy. Members of the trans and non-binary community can sometimes experience menopause symptoms if they are taking hormonal treatment.

4 SYMPTOMS

Common Symptoms

- Recurrent urinary tract infections
- Joint stiffness, aches, and pains
- Reduced concentration/ memory loss (and brain fog)
- Heavy periods
- Hot flushes/ night sweats
- Anxiety/ depression
- Dizziness/fatigue and headaches.

These symptoms can affect an employee's comfort and performance at work.

5 STARTING THE CONVERSATION

It is important when starting the conversation to be sensitive to how our employees may be feeling, and so we have devised a training workshop to support with this. 'Managing difficult conversations' is available to book via Sonic Learn

6 WORKPLACE ADJUSTMENTS

Managers can refer them to health and safety in the first instance for any advice on workplace adjustments before sending them to occupational health.

Some adjustments can be agreed locally. Practical examples include:

- Flexible scheduling
- Quiet spaces for breaks
- Temporary workload adjustments

It is important to discuss with the employee what support they feel would be beneficial to them. Sonic Healthcare UK have a Flexible Working Policy in place, as well as a dedicated Health and Safety team who can advise on the working environment.

7 MANAGING PERFORMANCE

Performance concerns should be managed in line with the Managing Capability Policy. Please refer to the "Performance Management: Capability workshop" on Sonic Learn.

8 MANAGING SICKNESS

Sickness concerns should be managed in line with the Sickness Absence Policy. Please refer to the "Absence Management workshop" on Sonic Learn.

9 AVAILABLE SUPPORT

Sonic Healthcare UK provides an interactive workshop around menopause awareness, available to book via Sonic Learn, and provides information on various other ways to seek support, such as the Employee Assistance Programme (EAP) and the Menopause Champions. This workshop is recommended for all people managers.

10 CHANGE DETAILS

Change Request number	Change Detail	Implemented in Version Number
N/A	N/A	N/A