**Menopause Risk Assessment**

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|  **Name:**  |   |
|  **Role:**  |   |
|  **Person completing risk assessment:**  |   |
|  **Date:**  |   |

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| Health and safety management  | Yes/ No:   | Details:   | Action by who/ Date:   |
| Have managers and supervisors been trained in issues relating to health, safety and welfare and the menopause?  |   | Training is available: Please contact Learning and Development to book on a course.   |   |
| Do workers have access to information on the menopause? Has this been provided   |   | See the Menopause toolkit  |   |
| What occupational health arrangements have been made in relation to the menopause?   |   | Referral can be made to occupational health for menopause support   |   |
| Does the sickness absence policy recognise the menopause as a health, safety and welfare issue?  |   | Yes, please see the wellbeing and sickness absence policy   |   |
| Can women report sickness as menopause related sickness?  |   | Yes, menopause related sickness can be recorded through ESR  |   |
| What arrangements are in place to deal with related issues such as stress management?   |   | Please see stress risk assessment and the support available for stress and staff can self-refer to the psychology service.  |   |

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| Sanitary and health issues - frequent urination, heavy periods, irregular periods, nausea/ vomiting  | Yes/ No:   | Details:   | Action by who/ Date:   |
| Are workstations easily accessible to sanitary and rest facilities?   |   |   |   |
| Are there private washing and changing facilities?  |   |   |   |
| Is there access to sanitary products?  |   |   |   |
| Do rotas, shifts and schedules ensure that workers have easy access to sanitary and washing facilities?   |   |   |   |
| Are lockers available for staff to have a change of clothing/ sanitary products? Are these accessible?   |   |   |   |

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| Temperature - Hot flushes and perspiration  | Yes/ No:   | Details:   | Action by who/ Date:   |
| Have you referral to policy on workplace maximum (and minimum) temperature and is it implemented?  |   |   |   |
| Can the temperature be changed, if not have you provided suitable adjustments such as a fan or heater.  |   |   |   |
| Is ventilation available and is it regularly maintained?   |   |   |   |
| Are there humidifier systems available and are they well maintained?   |   |   |   |
| Do uniforms and PPE reflect the needs of menopausal women?   |   |   |   |
| Is loose clothing made of natural fibres provided or supported?  |   |   |   |

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| Aches and pains, dizziness, lack of energy, headaches  | Yes/ No:   | Details:   | Action by who/ Date:   |
| Have workstations been assessed?  |   |   |   |
| Are regular movement breaks available throughout the day if a regular DSE user?  |   |   |   |
| Are there opportunities to switch to lighter or different duties?   |   |   |   |
| Is there an opportunity for flexible working?  |   |   |   |
| Is there easy access to water and food?   |   |   |   |
| Has a manual handling assessment or functional capability assessment been completed if struggling with duties of the role?  |   |   |   |
| Do working hours in general take account of these health issues?  |   |   |   |

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| Mood swings, irritability, loss of concentration, insomnia  | Yes/ No:   | Details:   | Action by who/ Date:   |
| Do you have regular 1:1s and supportive meetings?  |   |   |   |
| Are there flexible working times available?  |   |   |   |
| Are there flexible breaks and opportunities to go outside during the day?  |   |   |   |
| Is there access to natural light?  |   |   |   |
| Has signposting to mental health support been provided?   |   |   |   |
| Have work tasks been reviewed in terms of cognitive load? Has a functional capability assessment been completed, and adjustments implemented  |   |   |   |
| Is there access to a breakout space, outdoor space and can the staff member utilise self-coping strategies?  |   |   |   |

**Supportive documentation:**

* Workplace menopause training and support: Liaise with Learning and Development
* Please see our menopause guidance
* We have a holistic OH service of support from nurses, Occupational therapy, physiotherapy, and psychology.
* Wellbeing and sickness absence policy
* Stress risk assessment
* Wellbeing at work action plan

All above is available on the staff intranet pages.