



MENOPAUSE IN THE WORKPLACE



SYMPTOMS & WORK ADJUSTMENT IDEAS

Created by Sarah Russell on behalf of the Gender Equity Team (fka Women's Initiatives Committee) 2024

INCLUSIVE LANGUAGE

In addition to women, menopause can affect any employee with a menstrual cycle which can include the following:

- Trans people, defined as people whose gender identity differs from the sex they were assigned at birth
- Intersex people, which includes those born with reproductive or sexual anatomy that doesn't fit traditional "female" or "male" definitions
- Non-binary people, which includes those who don't define themselves as strictly male or female

HOW THE EFFECTS OF MENOPAUSE ARE UNEXPECTEDLY IMPACTING THE WORKPLACE



Symptom-related lateness for work



Lost productivity due to medical appointments



Reduction in working hours



Reluctance to attend meetings



Relationships within the workplace



Reduced engagement with work



Talent leaving the workforce



Cost of hiring new employees

TOP 40 MENOPAUSAL SYMPTOMS

1. Hot flashes
2. Cold flashes
3. Night sweats
4. Clammy feeling
5. Heart palpitations
6. Irritability
7. Mood swings
8. Trouble sleeping
9. Irregular periods
10. Feeling of loss of self
11. Loss of self-confidence
12. Fatigue
13. Anxiety
14. Depression
15. Lack of focus
16. Poor concentration
17. Faulty memory
18. Incontinence
19. Itchy, crawly skin
20. Achy joints, muscles
21. Tense muscles
22. Sore breasts
23. Headaches
24. Digestive issues
25. Bloating
26. Allergies worsen
27. Weight gain
28. Hair loss/thinning
29. More facial hair
30. Dizziness
31. Vertigo
32. Changed body odor
33. Electric shock feeling
34. Tingling extremities
35. Bleeding gums
36. Burning tongue/
roof of mouth
37. Chronic bad breath
38. Osteoporosis
39. Weakened fingernails
40. Ringing ears (tinnitus)

**MOST
COMMONLY
REPORTED
PHYSICAL
SYMPTOMS**

Hot Flashes

Night Sweats

Sleep
Disturbances

Joint Pain

Osteoporosis

Cardiovascular
disorders

**MOST
COMMONLY
REPORTED
PSYCHOLOGICAL
SYMPTOMS**

Mood
disorders

Depression

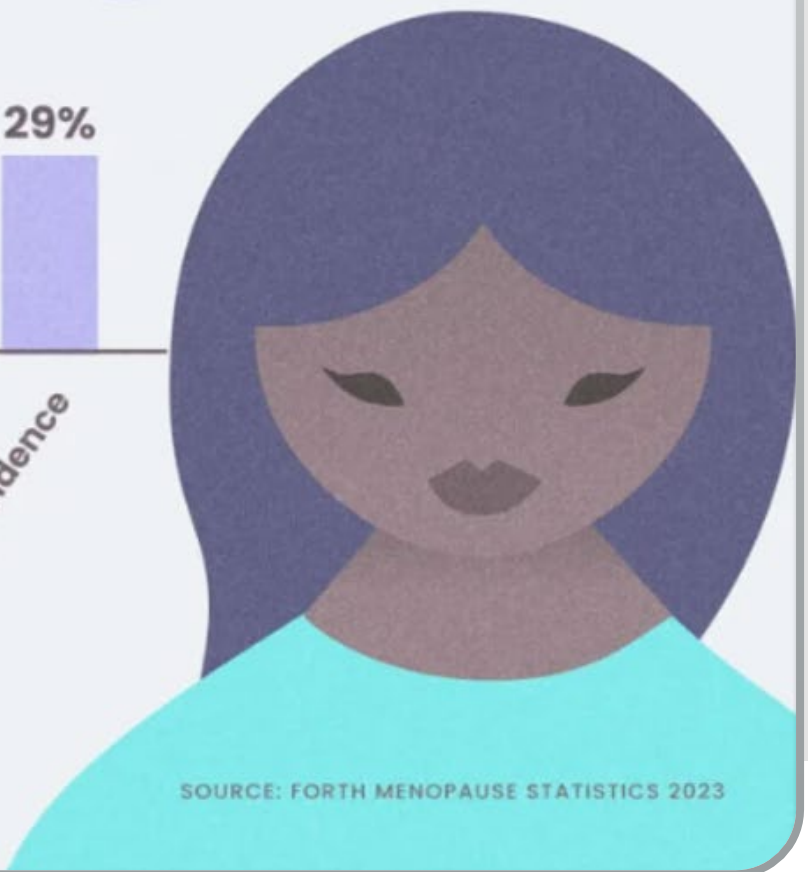
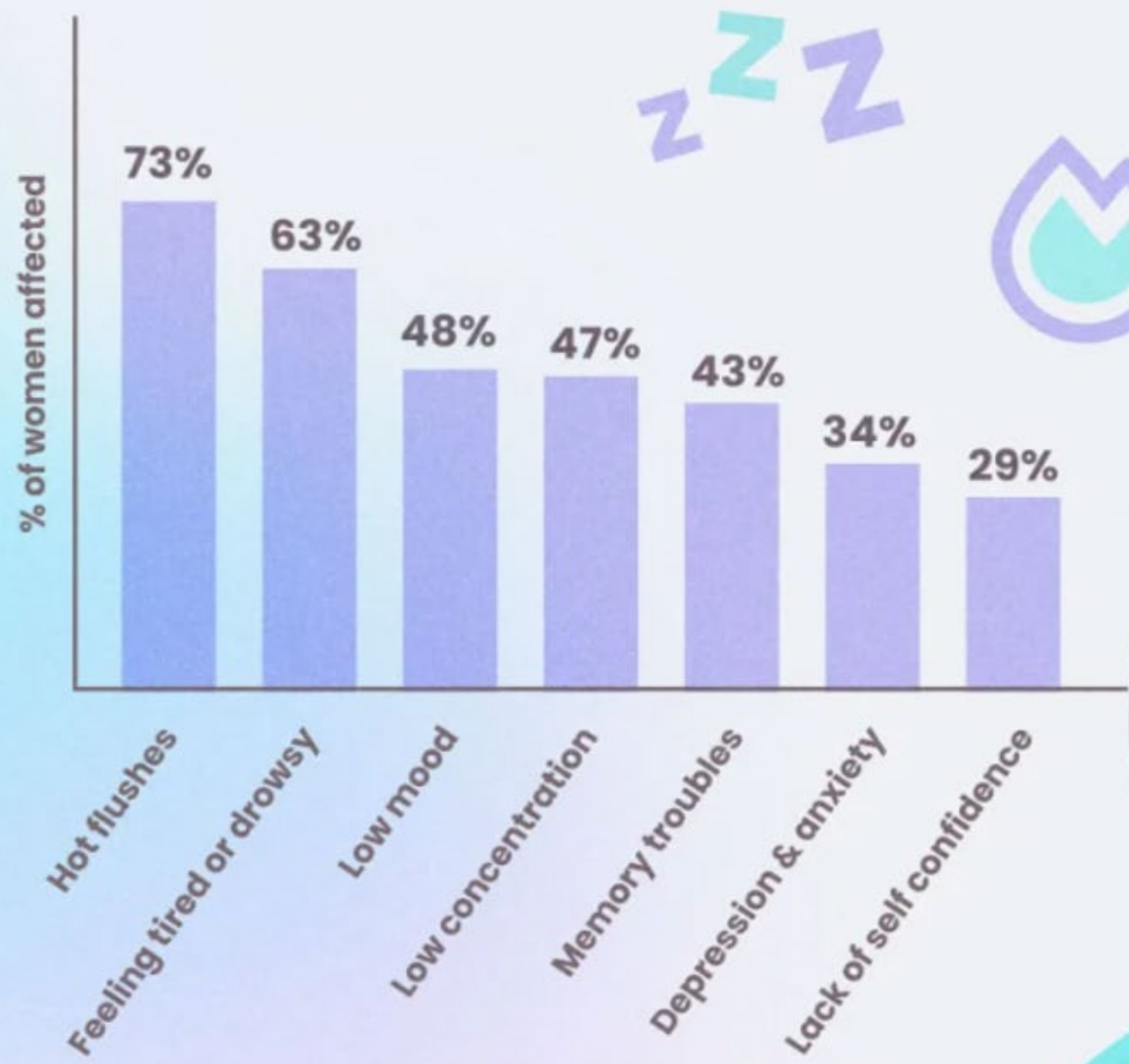
Difficulties
concentrating

Memory
lapses
(forgetfulness)

Fatigue

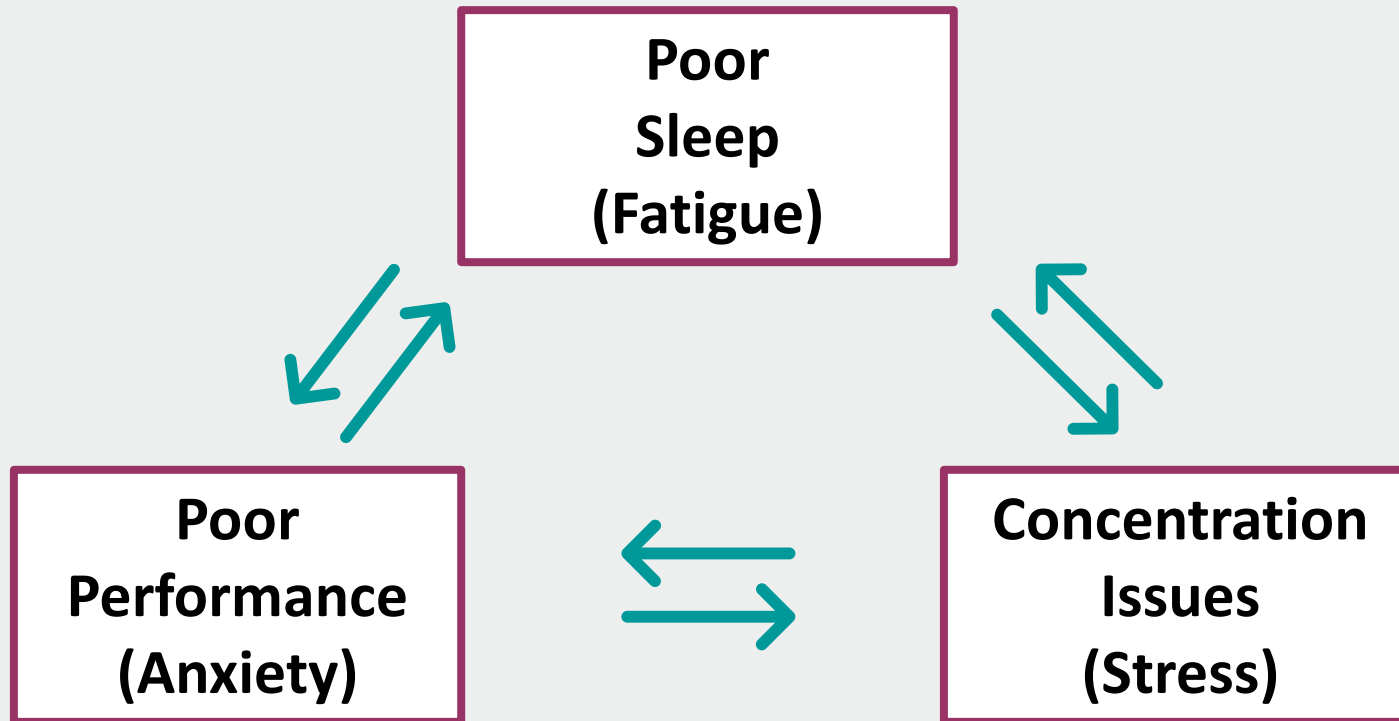
Irritability and
anxiety

MENOPAUSE - COMMON SYMPTOMS AT WORK



SOURCE: FORTH MENOPAUSE STATISTICS 2023

HOW DO THESE SYMPTOMS AFFECT YOUR COLLEAGUES?



WHAT REASONABLE ADJUSTMENTS/ ACCOMMODATIONS CAN BE MADE?

Menopause is not a protected characteristic under the ADA, but employees may still be protected from discrimination through other laws. If menopause symptoms have a long-term and substantial impact, these symptoms could be a disability.

An employee may request a workspace review from their supervisor or can reach out to the Accommodations Specialist in Human Resources.

accomodation@cityofmadison.com

608-266-4615

NOTE: Someone may experience multiple symptoms at the same time and may need multiple adjustments/accommodations.

WHAT REASONABLE ADJUSTMENTS/ ACCOMMODATIONS CAN BE MADE?

Some general adjustment/accommodation ideas:

- Flexible scheduling
- Modified break schedule
- Allow work from home/Flexi-place
- Modify or reduce work-site temperature
- Modify dress code
- Use cool vest or other cooling clothing
- Use fan/air-conditioner at the workstation
- Redirect air conditioning and heating vents

NOTE: Someone may experience multiple symptoms at the same time and may need multiple adjustments/accommodations.

SYMPTOM SPECIFIC IDEAS

SLEEP DISRUPTION AND/OR NIGHT SWEATS

- Recognize someone may take more short-term absences if they've had a difficult night
- Consider a change to shift patterns or the ability to swap shifts on a temporary basis
- Offer a flexible working arrangement, for example, a later start and finish time
- Ensure employees know they can work from home on an ad-hoc basis if they've had a rough night

HOT FLASHES AND/OR DAYTIME SWEATS

- Look at ways to cool the working environment, for example, provide a fan, move a desk closer to a window or adjust the air conditioning
- Provide easy access to cold drinking water and restrooms
- Adapt uniforms to improve comfort to more natural materials and away from man-made materials
- Limit the time wearing personal protective equipment (PPE) to be worn such as face masks (subject to any COVID-secure measures required)

NOTE: Someone may experience multiple symptoms at the same time and may need multiple adjustments/accommodations.

SYMPTOM SPECIFIC IDEAS

HEAVY OR IRREGULAR PERIODS

- Provide easy access to restrooms
- Allow for more frequent breaks to go to the restroom
- Be understanding about someone working from home if they have very heavy bleeding
- Make sanitary products available in restrooms
- Make it easy to request extra uniforms if needed

MUSCULAR ACHES, AND BONE & JOINT PAIN

- Make any necessary temporary adjustments through review of risk assessments and work schedules
- Allow someone to move around or stay mobile, if that helps

WITHIN YOUR ASSESSMENT INCLUDE THE IMPACT OF:

- Temperature and ventilation
- The materials used in any uniform or corporate clothing
- Available access to toilet facilities and access to cold water

NOTE: Someone may experience multiple symptoms at the same time and may need multiple adjustments/accommodations.

ADDITIONAL RESOURCES

EMPLOYEE ASSISTANCE PROGRAM

EAP 608-266-6561

<https://www.cityofmadison.com/employee-assistance-program>

PROHIBITED HARASSMENT AND/OR DISCRIMINATION POLICY

Civil Rights 608-266-4910

APM 3-5 <https://www.cityofmadison.com/mayor/apm/3-5.pdf>

WORKPLACE ACCOMMODATIONS

Human Resources 608-266-4615

APM 2-22 <https://www.cityofmadison.com/mayor/apm/2-22.pdf>

FMLA INQUIRIES

Human Resources 608-266-4615

<https://www.cityofmadison.com/human-resources/benefits/family-medical-leave>

ORGANIZATIONAL DEVELOPMENT COURSES

<https://www.cityofmadison.com/human-resources/organizational-development/courses/course-catalog>

OCTOBER 18

**IS WORLD MENOPAUSE
AWARENESS DAY**



Thank you



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