

For young people aged 16+

CLIC
Sargent



for
young people
with cancer

Cancer and Work



www.clicsargent.org.uk



Contents

Introduction: Getting the right life/work balance	5
Part 1: Arranging to leave work or take time off	7
Part 2: Preparing to go back to work	18
Part 3: When you're back at work	31
Part 4: Where to go for more help	42



Introduction:

Getting the right life/work balance

Whether you're taking time off work for treatment, returning to work afterwards or have decided to continue working while you have treatment, you need to find a balance that's right for you.

This guide will:

- Help you prepare for your time off and your return to work
- Explain how returning (or continuing) to work might affect you emotionally and physically
- Give you some idea of what to expect and how you could deal with it
- Provide some details of what help and support you're entitled to, both from your employer and the government
- Tell you where to get extra advice and guidance.

It's divided into three sections: what to do before you take time off, preparing for your return to work, and coping when you start work again. Each section then deals with practical matters, your legal rights, and emotional or social issues.

Oliver's story

"I was working as an apprentice engineer when I found out I had cancer, working four days on and one at college.

My employers were fantastic. They allowed me full sick pay for as long as they could, and they explained that when the new college year began in September, they could put me back on the books as long as I did two hours a week at college. I've been exceptionally lucky.

I was off work for two years altogether. When I started back, I had huge side effects from the treatment, mainly fatigue, so they put me in the training school, which has a much more relaxed environment and a shorter shift. I wasn't allowed out of the workshop or up the cranes. They let me spend extra time at the gym and told me to build my strength up.

It's taken me six months, but now I'm working a full 12-hour shift. I can go anywhere and do anything. I really enjoy my job and I'm delighted to be back working properly again."

Part 1: Arranging to leave work or take time off

Practical matters

As soon as you know you're going to have to take time off work because of cancer, it makes sense to talk to your manager or employer so they're completely up to date with what's happening.

Then you can work together to plan your time off work and decide what's best for you. Most employers will do their best to change your duties or working hours so that you can go on working if you want, or so that you can get back to work as early as possible.

However, other employers, particularly smaller companies, may not have had any experience of helping an employee through cancer, so you will need to explain very clearly what you need.

Ask your doctor whether you'll be able to go on working

If you're not sure yet how your treatment will affect your ability to work, talk to the health professionals looking after you. However, it can be very difficult for them to predict how treatment will affect you, because the same treatment can affect people differently. Even people on the same dose of chemotherapy may have totally opposite reactions to the drugs.

If you don't want to tell your employer you've got cancer

According to the law, you don't have to tell your employer you have cancer. However, if you don't tell them they won't be able to make any adjustments to your job or workplace to assist you. You can ask your employer to keep the information confidential if you wish.

Your rights as an employee

Getting time off from work

Your employer's responsibilities for your well-being include managing both planned and unplanned sick leave, and helping you plan your return to work.

Ask your manager or Human Resources (HR) department for a copy of your organisation's sick leave policy. Some organisations actually have a specific cancer policy, so ask your employer about this.

Getting a doctor's note

If you are continuing to work throughout your treatment, but have to take more than seven calendar days off at any stage, remember to ask your GP for a fitness to work statement for the time you've been off work. If you've had to stay in hospital, ask the doctor or nurse for a statement to cover the time you've been there. You'll need these if you want to claim benefits.

Your GP, doctor or nurse may issue you with a statement saying you may be fit to work subject to certain circumstances (eg a reduction in the number of hours you work or that you work from home).

It will be down to your employer to determine whether your job can accommodate these changes.

You will be required to give these to your employer if you've been off work for more than seven calendar days; check the specific procedure for submitting doctor's notes with your manager or HR Department.

Getting paid

Statutory Sick Pay (SSP)

If you have had to stop work because of your cancer or treatment, you may be eligible to receive Statutory Sick Pay (SSP) for up to 28 weeks within a three year period.

To receive SSP, you should tell your employer that you're ill as soon as possible. Your employer may have their own rules for how and when you need to tell them, so it's best to check this with them. You must also give them a doctor's note if you've been off for more than seven calendar days, so they can claim SSP on your behalf.

The standard SSP rate is £81.60 a week*, which should be paid by your employer on your normal payday, in the usual way you receive your wages or salary.

* 2011/12 rate

If you have to go into hospital, you can still receive SSP, and if you're doing separate jobs for more than one employer, you may be entitled to SSP from each of them.

You can find further information about SSP entitlement on the UK's Directgov website: www.direct.gov.uk

If your employer also has their own sick pay scheme

Your employer may pay contractual sick pay ie your normal salary or a proportion of it for a specified period. Ask your manager or HR department what the sickness pay entitlements are for your organisation.

If you still can't work after you've reached the end of your entitlement to sick pay...

At this point your employer is likely to consider if it is possible to keep your job open for you.

Your employer may be able to both hold your job open for you and agree to extend your sick pay for a bit longer, or allow you to take unpaid leave, or let you take the extra time off as part of your annual holiday allowance.

Employment Support Allowance (ESA) and how to claim

If you have Permanent Health Insurance (PHI), you may be entitled to benefits under the policy. Check the terms and speak to your HR department and the provider to make sure. If you are not sure whether you have the benefit of PHI check with your manager or HR department.

If you still can't work after 28 weeks, you can apply for Employment and Support Allowance (ESA). If you know you aren't going to be able to return to work after this period, it's a good idea to apply for ESA earlier, to make sure there's no gap between sick pay ending and benefit payments starting. Your employer should notify you in week 23 of the date from which they will no longer pay you SSP. They should also give you a form to take to the Job Centre Plus so you can claim ESA.

Making changes to help you continue working

You may not think of yourself as being 'disabled', but as someone diagnosed with cancer you are classed as disabled under the Equality Act, which means you are protected by it.

The Equality Act makes it illegal for your employer to discriminate against you because of your cancer or treatment. So don't be afraid to ask your employer to make any changes you need to continue working.

Your employer has a duty to make 'reasonable adjustments' to features of your workplace and/or working practices which place you at a substantial disadvantage to people who are not disabled.

What is considered reasonable will depend on many different things, including:

- The extent to which the adjustment would benefit you
- The feasibility of making the adjustment
- The costs involved
- The extent of your employer's financial and other resources
- The availability to your employer of financial and other assistance
- The disruption to your employer's activities
- The nature of your employer's activities and its size.

Reasonable adjustments could involve allowing extra time off if you need it because of your cancer, including:

- Predictable short-term absences, such as regular weekly time off for treatment or counselling if you can't arrange appointments outside working hours
- Unpredictable short-term absences
- Predictable long-term absences
- Unpredictable long-term absences.

Coping with your emotions

You may feel angry that you're having to interrupt your career, or guilty because other people are having to fill in for you. You may worry that your colleagues will be angry because you can't pull your weight, or that someone else will take your place.

You may feel out of touch and alienated from your workmates, or start to lose confidence in your abilities.

Even if your employers and fellow-workers are being totally supportive, sometimes your treatment can make you feel depressed. Then you may go through some of these emotions and anxieties even though you know they're unfounded.

All these feelings are completely natural, but they may affect your recovery, or make it harder to do your job when you do go back.

It can help to talk openly about your emotions to your employer or HR department. If you work in a large organisation, they may have their own employee support scheme that you can access. They may also be in an Employee Assistance Programme (EAP), which is a confidential telephone support service for all employees, and may include the option of face-to-face counselling. Ask your manager or your HR department if your organisation is a member.

Counselling may be able to help you to restore your self-esteem and confidence. Have a chat with your CLIC Sargent care professional—they will be able to help you find the way that works best for you.

Stay in touch

Keep in touch with your employer during the time you're off work. They may suggest making a 'welfare visit' to see you. If so, consider agreeing to this; you can suggest a venue if you'd prefer to meet somewhere other than your home. Try to stay up to date with what's happening at work, and maintain regular contact with your colleagues and friends at work. Keeping in touch will make it easier for all of you when you're ready to start work again.

Luke's story

"When I found out I had cancer, I didn't want to stop work because I felt okay. But I've got a manual job with lots of lifting and using heavy machinery, and I was advised not to go on working because of the effect on my immune system.

I've been off for nine weeks and got full pay. My employers have been brilliant and my colleagues have all been keeping in touch, but I'm quite nervous about going back. I feel as if things have been going off that I don't know about, and I'll have to catch up.

They'll have taken over my workbench and used all my tools, but I've told them they've got to clean 'em up and put 'em all back before I get there."

The end of a dream

For some people, cancer means they can no longer do the job they always wanted. For example, if you've had a brain tumour, or an amputation, that can mean some careers are no longer suitable, while other professions may not be possible for someone who's had a blood-related disorder or problems with their lungs.

If cancer has affected you in this way, it can be very hard to adjust. Again, talk to your CLIC Sargent care professional about how you are feeling and how you can address these difficulties.

Some people find that having cancer changes their ideas about what job they'd like to do. If this is the case for you, your CLIC Sargent care professional can help you explore new options.

Part 2: Preparing to go back to work

Practical matters

When you feel ready to return to work – and your doctor agrees! – let your employer know. Ask them to arrange a pre-return to work meeting where you can both discuss your return and, if necessary, plan a phased return to work for you. Your employer should also discuss reasonable adjustments that can be made to aid your return to work – these are discussed below.

Your employer may have asked for your consent to obtain a medical report from your GP or consultant. This will provide them with more information about your illness, and guidance on when you are likely to be able to return to work and any adjustments they could make to facilitate your return. Consider agreeing to such a report being provided – it will really help your employer to do the best by you. Let your employer know if you only want certain people to have access to the report.

Your employer may seek advice from their occupational health service about your ability to return to work. They may do this as well as or instead of asking for a medical report. If they do, you may be required

to see an occupational health advisor, which is a good opportunity for you to discuss any adjustments you think would help you return to work.

Sorting out your working hours and time off for treatment

If you're still having treatment and will need time off from work for appointments, you'll need to agree an effective way for you to manage this with your employer.

Prior to your pre-return to work meeting, it might be helpful for you or your manager to prepare a suggested timetable for your phased return to work. This can then form the basis of the discussion at the meeting.

Some employers may be happy for you not to work on treatment days, and may simply agree to reduce your wages according to the number of days you take off. Other employers may be happy for you to make up the time on the days when you feel better later on, or allow you to work from home. Make sure you fully understand your organisation's sickness policy.

You might feel it would be helpful if someone accompanied you when you met with your employer—if so, discuss it with them. You could suggest:

- A union representative if you are a member of a union
- Someone from your Human Resources (HR) department
- A colleague you trust.

This can be useful as you can run through what was said with them after the meeting. There will probably have been a lot to take in and they might have picked up some points you may have missed. Someone should take notes of what's agreed at the meeting and type them up and distribute them afterwards, to make sure everyone is expecting the same things to happen and knows what their individual commitment is.

Any changes to your contract should ideally be agreed in writing with you; this could include a change to your working hours, either temporary or permanent.

How cancer treatments can affect your work

Whichever kind of treatment you're having, it's important to warn your boss and colleagues about possible side effects and after effects. They'll need to know if you're likely to make sudden dashes to the toilet, for example, or can't climb ladders, or can only work sitting down.

Talk to your doctor about the possible side effects of your treatment, and ask them:

- Am I ready to go back to work?
- Will my treatment affect my physical ability to do my job, eg driving, climbing ladders, working shifts, travelling by plane?
- Are there any adjustments I could ask my employer to arrange which would make work easier for me?
- Will I need to work reduced hours/work more at home/work more flexible hours?
- Will I need to eat/drink/wear anything different from normal (maybe looser, more comfortable clothing, increased fluid intake)?
- Will I need to take occasional naps or rests during the working day?
- Can I get counselling to help me return to work?

Planning ahead

Keep a diary and note how you feel at different times of the day, or directly after your treatment; you'll be able to spot any patterns and arrange to work at times when you're least likely to be tired, in pain or feeling low.

If you think you won't be able to work for a day or so after each treatment, ask your doctor whether you can have appointments on Fridays so you have the weekend to recover.



Your legal rights

Making 'adjustments' to help you get back to work

Reasonable adjustments which could help you get back to work and continue with your current job may include:

- Changing your job description to remove tasks which would now be hard for you to achieve
- Changing or reducing your working hours, or making them more flexible – for example, allowing you to travel to and from work at less busy times, so you can avoid rush hours where you are more likely to be exposed to colds, viruses etc
- Phasing your return to work so you build up your hours gradually
- Adjusting your performance targets
- Alterations to your premises or workstation
- Allowing you to work at home some of the time
- Letting you delegate some of your work
- Allowing you time off for medical appointments
- Letting you take an occasional rest at work
- Arranging telephone conferences to save you travelling
- Help with transport to and from work
- Finding you a parking space nearby

- Ensuring suitable access if you have to use a wheelchair or crutches
- Adapting the toilet facilities if necessary
- Extra training or refresher courses for you
- Asking your colleagues to help with your work when they can.

If you can't get back to work because you're waiting for your employer to make adjustments for you, or to train you in the use of new equipment (eg a computer screen reader), this should not be recorded as an 'absence from work'. You may be entitled to full pay during the period you are waiting.

However, in some circumstances your employer may not be able to make adjustments for you to return to your current or a similar role. This can be for a number of reasons, for example, if you work in a role that requires set hours, and there are no other suitable positions for you. In this case your employer may consider terminating your employment. However they should meet with you beforehand to discuss ways of avoiding this.

The law is on your side

The Equality Act also covers promotion, transfer, unfair treatment compared to others, harassment and victimisation, and unfair dismissal. If you think you've been treated unfairly in any way when you're trying to get back to work, it's there to protect you.

Disability Employment Advisors are based at Job Centres and Job Centre Plus. They can carry out an employment assessment for you; this is an in-depth interview to help you find out how your cancer, treatment or side effects might affect your work.

If you feel you've been unfairly treated when you apply for a job, you should first contact your union if you are a union member. If not, contact the Citizen's Advice Bureau or ACAS (Advisory, Conciliation and Arbitration Service) for advice on your employment rights.

If you're applying for a brand new job

Of course, you may not simply be returning to your old employers. You might have decided to apply for a completely new job at an organisation where you're not known.

If so, you may prefer not to tell them about your cancer too early in the process, in case it puts you at a disadvantage compared with other applicants.

There are various rules to protect you—and your potential employers:

- They are not allowed to ask you any health related questions before an offer of employment, unless it specifically relates to your ability to do the job.
- If your prospective employer asks whether you have a health condition you don't need to tell them about your cancer, but you do need to tell them about any condition relating to it, such as an amputation.
- Even though you may not think of yourself as disabled, anyone with cancer is protected by the Equality Act. So if you're asked whether you are 'disabled for the purposes of the Equality Act you should answer yes.
- Don't lie or try to avoid questions about a health condition relating to your cancer. If you give wrong or misleading information and you're found out later, your employer could have the right to dismiss you.

- If your potential employer asks how much sick leave you've taken, you should reply truthfully. However, you don't need to say how much was because of the health condition relating to your cancer, unless you're asked directly.

Coping with your emotions

Returning to work after a break can be very stressful. You may feel awkward and ill-at-ease about meeting your old colleagues, and even more anxious about meeting new recruits who've arrived while you were away.

The fact that you haven't been working for a while, combined with the extensive toxic treatment you've been having, can naturally lead to a loss of confidence.

Boosting your confidence

Take any steps you can to help look after yourself. For example, some people find meditation, massage, yoga or tai chi can be very relaxing. Or you may prefer complementary therapies like acupuncture or reiki. Counselling can also be a great help in restoring your confidence and making you feel less nervous about starting work again.

CLIC Sargent organises residential and activity holidays which can help develop your personal confidence and help you feel more self-assured with other people.

Talk to your health professionals and CLIC Sargent care professional to help you decide what would suit you best.

How your employers can help

Your employers can also help you to reduce the stress of returning to work:

- Ask them whether they offer an employee assistance programme. If so, it might include a confidential counselling and advice service.
- You might also find it helps to make a few informal or social visits to work to catch up with your colleagues before your first official day back.
- Ask your employer if you can have a preliminary meeting, where you can ask what's been happening while you've been away, and how it might affect you and your work.

- Perhaps someone at work could agree to be your 'buddy' or mentor, so you can talk to them about any emotional or practical problems caused by your return to work. Make sure you choose someone you won't be embarrassed to discuss personal matters with, and be sure to agree it with them and their manager in advance.
- Discuss any other steps you feel would help you to return smoothly.

Look after your health

It sounds obvious, but the fitter you are, the better you'll be able to deal with the pressure of returning to work. Make sure you're eating well to boost your energy.

Listen to your body: notice whether you need a rest after meals, or after a short walk or standing up for a while. You'll probably need to treat yourself even more gently when you return to work.

Colleen's story

"I was off for 13 months and when I got back to work people were a bit nose-y. While I was away my department had expanded from 25 up to 60 people, and it made me a bit uncomfortable. I was still wearing my wig, and people asked about it. I just wanted to do my job and get home.

I didn't think it would affect me physically; I reply to letters of complaint, so I just sit down all day, but I was surprised how tired I did get.

I simply picked up where I left off, although I had to learn a few new systems – and I'd got out of the habit of getting up at 6.30am, so that was a shock. I couldn't afford to cut my hours, so I used up my holiday by working alternate days. That was my line manager's suggestion. Luckily we start a new holiday year now, so I've got a new holiday allowance!"

Colleen, aged 26

Part 3: When you're back at work

Practical matters

The good news

Returning to work can help bring about a sense of normality for some patients and ex-patients, and this in itself can help you feel better.

And of course, earning regular wages again can help to relieve you from financial worries. It may even give you a bit of extra cash for pampering, treats, new clothes or a night out – all good for lifting your mood.

Working round your treatment

Your treatment is very likely to affect your ability to work. When you're due for a treatment, try to avoid doing anything too energetic for 24 hours before and after it. And if you have a low blood count or high temperature, don't overdo it! Give your body the rest and relaxation it needs to recover.

It's important to tell your boss and colleagues how your treatment could affect your work (you don't have to go into embarrassing details) and ask them to help you minimise the necessary disruption.

Most side effects will disappear after your treatment has finished, so you'll be able to work more normally as you regain your strength.

Different treatments can affect your ability to work in different ways:

Chemotherapy

"The chemo made me so tired, I just couldn't stay standing up for as long as I could before. But I was fine talking to clients on the phone."

Side effects from chemotherapy can include infections, nausea, bleeding problems and diarrhoea. They may force you to take time off, while constipation and anaemia may mean you're not able to work as effectively as you used to.

Radiotherapy

“I changed to an evening shift so I could go to the hospital during the day, but I couldn’t keep it up because I got so tired. I just had to stop work altogether.”

Because radiotherapy needs to take place every day for several weeks, you may have to ask if you can work reduced hours. In fact, you may need to stop working for a few weeks, and possibly for another few weeks after your treatment ends.

Hormone therapy

“The therapy affected my home life, but actually work was like an escape from it – I could just carry on as normal and everyone thought I was wonderful!”

Although there can be side effects from hormone therapy, such as weight loss, weight gain, tiredness, hot flushes and reduced sex drive, they shouldn’t normally affect your ability to work.

“I had to keep dashing for the loo and leave customers waiting. So I agreed with my boss that I’d work in the stockroom instead for a while until the side effects disappeared.”

Many people continue to work whilst on immunotherapy, but sometimes tiredness can make this difficult. You should warn your boss and colleagues that immunotherapy can cause flu-like symptoms, chills, headaches, tiredness, sickness and diarrhoea.

Surgery

“Luckily my boss let me work flexible hours and take work home with me. She was really patient and supportive until I was able to work full time again.”

Most surgery causes tiredness, soreness and mobility problems, but other side effects depend on the kind of surgery you’ve had. For instance, after stomach surgery you may need to eat extra meals at odd times of day, while bladder or bowel surgery could mean you need to use the toilet more than usual.

Your legal rights

Telling people about your cancer

Human Resources (HR) records are confidential, and your personal or medical data should be processed in line with the Data Protection Act (1998) and Access to Medical Records Act (1988). If you would like your employer to tell other members of staff anything about your cancer, you may need to sign a consent form. This will give your employer permission to tell one or more named individuals about your cancer. You may want to consider whether you want to tell colleagues about your cancer and, if so, how you would do this; discuss your options with your manager.

If your employers tell people without your permission, they may be acting in breach of the Data Protection Act.

If you need more time off for treatments

Your employer should give you time off to attend your treatment and hospital appointments. However, you do not necessarily have a right to paid time off.

Try to give your employer as much warning as possible if you need extra time off, and discuss flexible working options with them.

Keeping your job open, redundancy and leaving work

Businesses and organisations vary in structure and size, so what may be 'reasonable' for one may not be so for another. Depending on what type of cancer treatment you have had and how it has affected you physically, you may not be able to return to the same role you had before.

If you find you're unable to return to your old job, and your employer isn't able to make suitable adjustments or find you a different job, the law may allow your employer to end your contract.

For example, if you work for a small organisation it may not be possible to move you into another role. Your employer is allowed to dismiss you if it's impossible for you to carry out the main parts of your job, even though they've made as many reasonable adjustments as possible.

If you think you're being discriminated against

If you feel you're being unfairly treated, you should try first to resolve the problem directly with your line manager or HR department, as their actions may have been based on misperceptions about cancer or your needs. If it is not possible to resolve the issue on an informal basis, you could submit a written grievance. Check your organisation's grievance procedure for details of how to do this.

If you don't feel your employers have made enough adjustments for you, ask at your local Jobcentre Plus about the 'Access to Work' scheme.

If you believe you're being discriminated against, you should consult a specialist employment adviser as soon as possible. Contact your Union (if you are a union member,) or ask at your local Job Centre/Jobcentre Plus or contact ACAS or the Citizen's Advice Bureau for advice.

You should keep detailed notes of any discriminatory incidents, actions or remarks. Write down the dates and times to ensure you can remember everything and enable a thorough investigation into the issues.

Pensions and insurance

State pensions

If you've been receiving Invalid Care Allowance, Disability Working Allowance, Jobseekers Allowance, Incapacity Benefit or Severe Disablement Allowance, your pension contributions will be credited as paid. So when you retire, the time you've spent off work because of your cancer treatment won't affect your basic rate state pension.

If you are anxious about your pension contributions, or would like more information, contact us on 0300 330 0803 or info@clicsargent.org.uk and we'll put you in touch with someone who can help.

Occupational pensions

Under the Disability Discrimination Act every occupational pension scheme has a 'non discrimination' rule. This means that pension managers are not allowed to treat you less favourably because of your disability or health condition. The law says that your pension provider must provide you with accessible information on your pension scheme and how to complain if you think something has gone wrong.

Some occupational pension schemes include 'ill health' cover. If you're not sure whether yours does, and want to know whether you're covered or not, speak to your manager, the HR department, or the trustees of the pension scheme. Ask them for a copy of the rules on ill health.

Coping with your emotions

Returning to work may be just what you want to do, but after any period off work it can be hard to adjust to being in the workplace again. It may be helpful to talk about how you're feeling with your CLIC Sargent care professional, or ask your GP surgery if they can refer you for counselling.

If you start to feel upset at work

Sometimes you may start to feel distressed or tearful at work for no particular reason. This can happen because you're feeling tired, drained or overwhelmed due to the effects of treatment or returning to work.

Don't be embarrassed to tell your manager that you need to go home. Try and get a friend or relation to collect you if possible.

Dealing with awkward situations or difficult questions

Remember, your return to work can be awkward for your colleagues as well as for you. They won't be sure whether you want to talk about your illness or not. Some of them won't be able to talk to you or look you in the eye. Others may have lost a loved one to cancer and find the whole business very upsetting.

You may have to take responsibility for setting your own barriers and comfort zones. Simply say "I don't want to discuss it" or "Let's talk about it another time" or whatever reflects your wishes. You might be surprised how quickly everything gets back to normal and you're chatting about everyday things as usual.

Part 4: Where to go for more help

CLIC Sargent

CLIC Sargent has been working with young people for over 20 years. Your CLIC Sargent care professional can talk to you about what you are going through, liaise with your employer on your behalf, and help you access information and advice about benefits and employment rights.

T: 0300 330 0803 (calls charged at local rate from UK landlines and mobiles)

E: info@clicsargent.org.uk

W: www.clicsargent.org.uk



Other organisations

Below are details of some organisations that you may find useful.

ACAS (Advisory, Conciliation and Arbitration Service)

ACAS works to improve organisations and working life through better employment relations. They can help you by supplying you with up-to-date information, independent advice and high quality training. They can also work with your employers to solve problems.

T: 0845 747 4747

W: www.acas.org.uk

Citizens Advice Bureau

An independent network of advisers, with offices all over the UK. It provides free, impartial information and advice to anyone with financial, legal and other problems.

T: 020 7833 2181 for details of your nearest branch, or look in your local phonebook

W: www.citizensadvice.org.uk

Directgov

The official UK government website for citizens. It provides useful summaries on a range of employment related topics.

W: www.direct.gov.uk

The Disability Law Service

A charity offering confidential legal advice on disability discrimination in employment. This advice is free for people with disabilities, their families and carers. The charity may also accept some cases on behalf of disabled employees or job applicants.

T: 020 7791 9800

W: www.dls.org.uk

Equality and Human Rights Commission

A government organisation that provides guidance and advice about whether an adjustment is reasonable or not, as well as other issues. You can call their helpline if you believe you're being discriminated against at work because of your cancer or treatment.

T: 0845 604 6610 (England)
0845 604 5510 (Scotland)
0845 604 8810 (Wales)

W: www.equalityhumanrights.com

Jobcentre Plus

Jobcentre Plus is part of the Department for Work and Pensions. It has been set up to help more people into paid work and support people if they can't work. Jobcentre Plus disability advisers administer the Access to Work scheme which can help you and your employer resolve issues that might arise from your return to work.

T: You'll find the number for your local Jobcentre Plus office in your local phonebook. If you don't know the address of your local office, search for the one nearest to you on the website.

W: www.direct.gov.uk

Macmillan Cancer Support

Macmillan Cancer Support offers a wide range of information about different kinds of cancer, treatment, possible side effects and the implications of living with cancer, including effects on your working life.

T: 0808 808 0000

W: www.macmillan.org.uk

SKILL: National Bureau for Students with Disabilities

SKILL was a national charity that promoted opportunities in post-16 education, training and employment, for young people and adults with any kind of impairment. Although the charity itself has now closed, all of their website resources and downloadable booklets are still available.

W: www.skill.org.uk

TUC (Trades Union Congress)

The TUC website is designed to help people get the best from work. You can request free comprehensive, plain-English guides on topics like employment rights and health at work.

T: 0870 600 4882

W: www.worksmart.org.uk



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For reference information, or if you have any comments or queries about this publication, please contact us on 0300 330 0803 and ask to speak to the information manager.

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