

Checklist for employees with leukaemia

Leukaemia Care has launched the #LifeVsLivelihood campaign in order to highlight the ongoing challenges that leukaemia patients face as restrictions ease and employers ask people to return to workplaces. Some leukaemia patients continue to be vulnerable, as new evidence suggests the vaccine might be less effective for certain groups and the risk of becoming seriously ill if infected with COVID-19 is higher for leukaemia patients than the general population. We've heard from many patients and their families that they have no choice but to continue to shield or to take extra precautions in order to protect themselves, however being asked to return to work as before the pandemic is just around the corner. That is why we have created a checklist for employees with leukaemia so you can discuss your individual rights with your employer:

- Find out about your existing rights and options for reasonable adjustments. You might find this link useful: <https://www.acas.org.uk/reasonable-adjustments>
- Ask your employer to conduct an individual risk assessment for you if they haven't done so already, and share the results of this and the whole company risk assessment with you.
- Think about what reasonable adjustments might reduce your risk of COVID-19. Examples could include:
 - continuing to work from home
 - changing hours to work avoid peak times on public transport
 - not sharing transport with other colleagues.

The specific changes will depend on your workplace and the type of work you do. Don't be afraid to think outside the box. If there is a cost to the adaptation you require, there is support available, so don't let that put you off either.

- Discuss your proposed changes with your employer.
- Make the request for adjustments in writing and ask them to respond within a certain timeframe, 7-14 days is usually reasonable.
- You can use the template letter, which you can also download from the campaign webpage.

If your request is accepted:

- Look at the Access to Work scheme if funding is required
- Have a meeting to discuss implementation, timelines etc.
 - It is best to have everything agreed confirmed in writing too

If your request is denied or adjustments are not possible:

- Speak to your employer about the furlough scheme instead
- Contact us to discuss your options

If you have concerns or need help with any part of the process, contact our advocacy team at Leukaemia Care for further advice and support on advocacy@leukaemicare.org.uk or call our helpline: **08088 010 444** for more information.