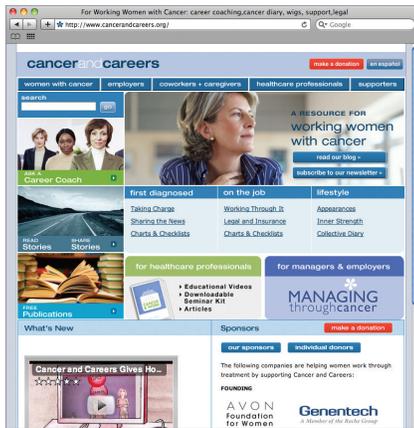


ADVICE FOR EMPLOYEES WITH CANCER WORKING THROUGH TREATMENT



Work life doesn't necessarily stop once you have been diagnosed with cancer. Many people have to, and want to, work during and after treatment.

If you plan to continue working while undergoing cancer treatment, you can make the process easier for yourself, as well as your employer and coworkers, through planning, preparation and communication.

UNDERSTAND THE LAW

It is important to know your legal rights and those of your employer. The best way to prevent any misunderstandings is to be aware of the laws you both need to follow.

KNOW YOUR DIAGNOSIS AND TREATMENT

Before you approach colleagues, talk to your doctor specifically about how your illness can affect your career.

- Tell your doctor exactly what your job is and any unique circumstances you'll be coping with.
- Ask for general ideas of how your diagnosis, medication or treatment could affect your job.
- Know the specific details on all treatments and medicine. See if you can be flexible with the time you take your meds, in order to minimize any side effects at work.
- Ask about other new therapeutic options that might be less disruptive to your work schedule.

KNOW YOUR COMPANY

Check with the human resources department to find out how your company has handled situations like yours in the past. If there is no history, you could make some suggestions, such as:

- A schedule with flexible hours
- A temporary shift in duties or even a whole new role within the company
- Working from home on a temporary basis

CREATE A PLAN OF ACTION

You may want to approach your manager and come prepared with suggestions and solutions to your work circumstances. This will help to demonstrate your commitment to your job and the company.

- Stick with clear, concise, factual information and suggestions for handling your course of treatment.

- Use the same professional skills they hired you for—organization, planning, research—to develop and present your plan of action.
- While you should know your legal rights, tread carefully when mentioning them, alarmist supervisors could feel threatened.

COMMUNICATE WITH YOUR COLLEAGUES

Like it or not, your treatment will affect your job performance in some way. It may be possible to garner support from colleagues by letting them know what to expect. For example, cancer fatigue is very common and can affect your ability to perform, as well as your moods, emotions and concentration. Let them know this can happen, but reiterate your plan of action to cope with it.

