

Case Study 6



# Tax assistant in a private small (micro) organisation in Finance (office work)



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The 52-year-old part-time female employee was diagnosed with colorectal cancer and continued to work from home.

Following treatment, a number of issues were reported by the employee, including bowel or urinary incontinence, concern about infection risks, fatigue, hot flushes, nausea, pain, personal stress, reduced energy and reduced physical ability.

## Remaining-in-work process

Contact was maintained with the employee and colleagues via email, telephone and text messages. The line manager also visited the employee when possible. A plan was put in place to allow continuation of work, which included identifying tasks that could be carried out at home, delivery of work files to the employee and management of specific work tasks.

The good practices in this case study included:

- giving the employee the choice of continuing to work
- understanding the impact of treatment and taking rest breaks when required
- changing the work chair due to discomfort
- flexibility in working hours – more work carried out in the morning when less fatigued
- avoiding driving with a stoma bag due to discomfort
- office desk being cleaned before employee comes into the office
- no lifting or handling of boxes since treatment
- shared calendar with line manager

The employee identified that the process had been suitable for her in returning to work.