

Manager Quick Reference

ENDOMETRIOSIS AT WORK

A respectful response can reduce stress and help an employee stay engaged at work.

- 1. Listen** Give the employee time to explain the work impact.
- 2. Thank** Acknowledge the trust involved in speaking up.
- 3. Ask** Focus on needs: “What would help you work well?”
- 4. Explore** Consider practical options with HR or the appropriate process.
- 5. Revisit** Agree on a check-in because symptoms and needs can change.

Do

- Keep information private
- Discuss functional needs
- Use neutral, supportive language
- Document agreed next steps

Avoid

- Questioning whether pain is “bad enough”
- Requesting unnecessary personal details
- Comparing employees
- Promising an outcome before review

Options to explore

Flexible scheduling • remote or hybrid work • short breaks • seating or ergonomic changes • easier washroom access • temporary changes to travel or physical duties • time for appointments or recovery

Useful language

“Thank you for letting me know. Let’s focus on what you need to do your work and what options we can explore.”

Examples are not automatic entitlements or legal advice. Follow applicable law and your organization’s policies and processes.