

Workplace Academy



Resource guide: Cancer in the workplace

Educating line managers on
workplace health and wellbeing

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Healthy employees make for a healthy business



By **2030**, the number of working-aged people living with cancer in the UK will rise to

1,150,000

This means cancer is going to become **more common** in the workplace.

But, by investing in health awareness, you can help the people you work with to stay in control of their health, and demonstrate your commitment to creating a healthy workplace. This can have far-reaching, positive impacts on everything from engagement and retention to talent attraction.

This interactive guide gives you the resources you need to raise awareness of the health issues associated with cancer – as well as the practical tools to engage with your colleagues, reduce their risks of developing cancer, and support them when they need it most.

How to create a health awareness campaign

In your Cancer Academy event, you'll have gathered the first steps to **kickstart** your health and wellbeing plans. Now it's time to jump into action and create a campaign.

Health awareness campaigns are a great way to educate colleagues about types, causes, symptoms and treatments of cancer. We can help you to bring them to life, and to bring change to people's lifestyles.

Get your team engaged.

There are lots of ways to talk to your workforce about cancer. Sometimes, the best way is to try a few different methods, and see what works for you. Here are a few examples of things you can do to keep engagement high:



Senior leadership advocacy



Cancer awareness webinars



Employee stories



Promoting national cancer awareness days



Regular health and healthy lifestyle content



Upskill your managers to make a difference to health and wellbeing

Health awareness campaign timeline

Every business is different. So when it comes to creating and running a health awareness campaign, each one will be unique. It's about finding what works best for you and your team. Here's an illustrative example of how it could look:



Key dates for your calendar

January

Cervical Cancer
Awareness Month

February

World Cancer Day

March

Prostate and Ovarian
Cancer Awareness
Month

April

Bowel and Testicular
Cancer Awareness
Month

May

Skin Cancer
Awareness Month

September

Gynecological,
Urological and
Childhood Cancer
Awareness Month

October

Breast Cancer
Awareness Month

November

Lung, Mouth and
Pancreatic Cancer
Awareness Month

Get closer to the experts with Bupa

Our Inside Health programme provides employees with free relevant advice on topical health issues. Here, you'll get guidance from our medical experts and influential guests. We care about your health and want to keep you informed and inspired. Helping you take proactive steps towards a healthy lifestyle.

Your account manager will share invites for up coming events to provide you with the opportunity to share the details with your employees however if you miss any, we'll share recordings on this page for everyone to access.

Inside Health

Inside: Health events are exclusively designed for Bupa members and provide unique access to health and wellbeing experts.

Health Horizons

Pioneering the future workplace, one horizon at a time.

Health Horizons is a series that brings you the latest healthcare trends, interviews with medical experts and global leaders, plus specialist healthcare insights from Bupa. It's designed to keep you and your business one step ahead.

Have you signed up to our Health Horizons series?

Contact your Bupa Account Manager for more information or email rsvp@bupa.com to request an invite.

Health Horizons is our dedicated programme for health and wellbeing teams, including HR, internal communications, and our intermediary partners.



Tools to support your workforce

Around **4 in 10 cases** of cancer can be prevented. That's why it's so important to help your colleagues stay in good health. And why we've put together a series of interactive tools to support them.

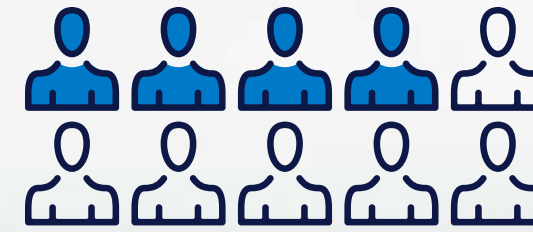
Your cancer health awareness campaigns should have three key objectives:

- Helping colleagues reduce the risk of cancer.
- Helping colleagues to spot the signs of cancer, for quicker and earlier diagnosis.
- Supporting colleagues with cancer – at home, during treatment, and in the workplace.

You can use these tools in a variety of ways.
You could include them on newsletters, in bulletins, or emails, or even host them on your intranet.



Around
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Keeping active

Helping colleagues reduce the risk of cancer

When we carry extra body fat, we send out signals that can tell our cells to divide, which can lead to cancer. So staying active not only helps you lose weight, or keep a healthy weight, but can also help reduce the risk of cancer. A healthy lifestyle can't guarantee cancer prevention, but there are actions people can take to reduce their risk, and employers can have a part to play.

Webinars and podcasts

Keeping healthy at home

Keeping physically active is great for body and mind. However if you like to raise your heart rate, Bupa can help you reach your fitness goals.

Watch



Discover more



Helping colleagues reduce the risk of cancer

Obesity is the biggest cause of cancer deaths, after smoking.
Around 1 in 20 cancers can be prevented by simply eating a healthy diet.

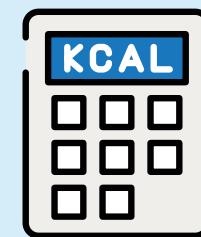
By encouraging employees to eat healthily and maintain a healthy BMI, this can make a difference and reduce their risk.



Healthy eating tips

Healthy eating is essential to staying healthy. Our information can help you to enjoy a balanced and varied diet.

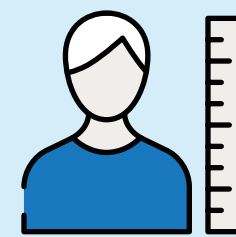
[Discover more >](#)



Calories calculator

If you want to lose weight, you need to increase your physical activity and watch your calorie intake. This calorie calculator will help you to work out how many calories you burn in a day.

[Discover more >](#)



BMI Calculator

BMI, or body mass index, is one way of measuring whether you're a healthy weight for your height. Simply enter your details into our calculator and the result will give you an indication of whether you're a healthy weight.

[Discover more >](#)



Helping colleagues reduce the risk of cancer

Reducing the risks

We've put these guides together to help you reduce the risk from two of the most common causes of cancer.

Smoking is the world's leading cause of cancer. Taking steps to cut down on your smoking, or even better, to quit all together, can greatly reduce your risk.

Exposure to UV – too much ultraviolet radiation from the sun or sunbeds – is the main cause of skin cancer. There are some simple steps you can take to help reduce your risk.

Healthy Me Articles

Protecting skin from the sun

[Read here](#) >

Stopping smoking

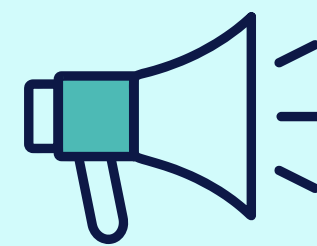
[Read here](#) >

[Listen here](#) >

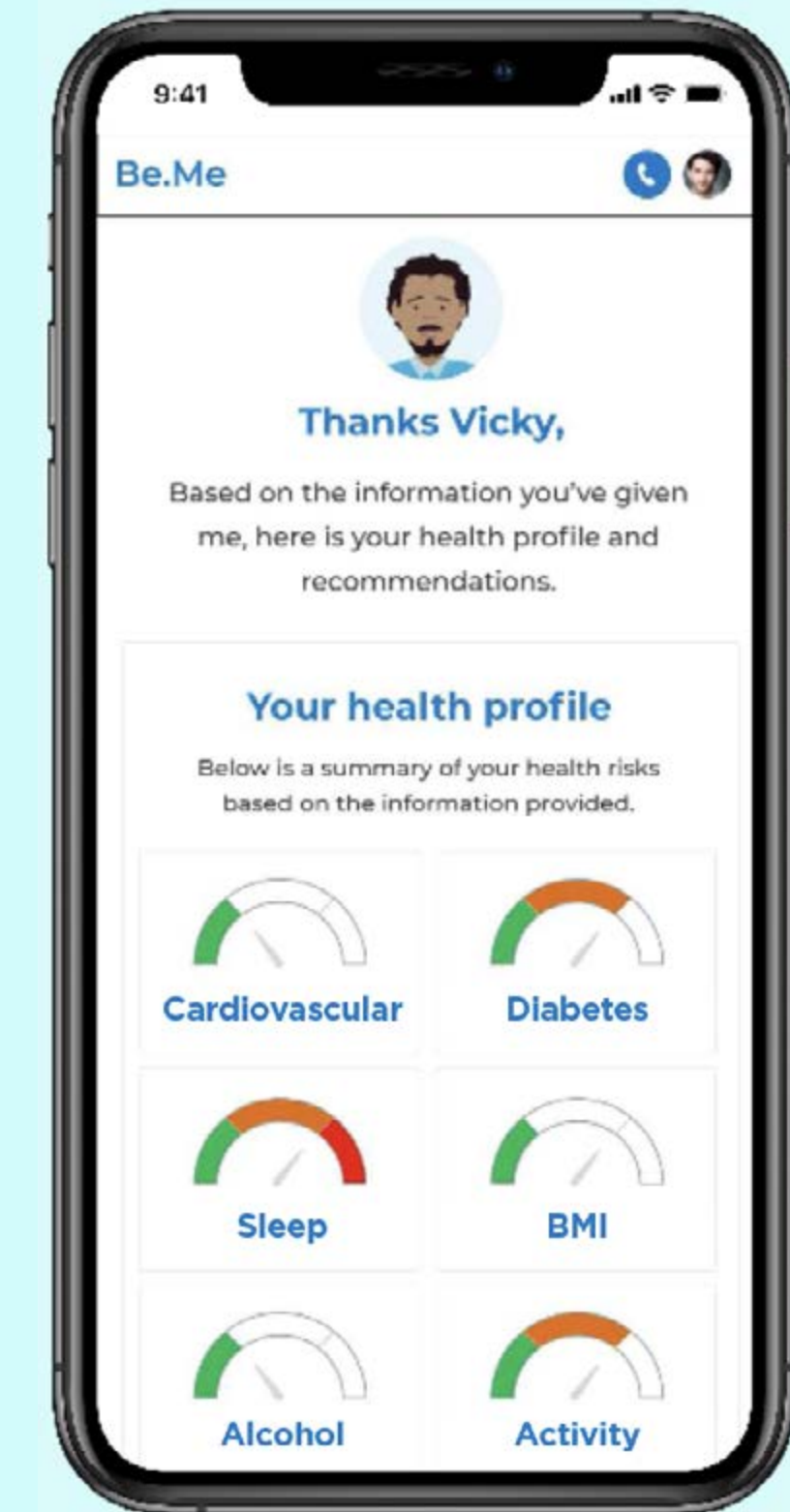
Using Be.Me for proactive prevention

Our Be.Me app makes it easier for you to proactively look after your health and wellbeing. It builds a unique profile of your health and risks, so we can offer you personalised, practical advice about anything that comes up, such as:

- Working towards a healthier heart
- Taking care of your mental wellbeing
- Managing your alcohol intake
- Helping you reduce or quit smoking



For more information please speak to your Bupa Account Manager.



Direct Access, the direct way to fast support

Helping people to spot the signs of cancer, for quicker and earlier diagnosis

Getting to the right help fast can make a big difference when it comes to cancer treatment. Early diagnosis and timely treatment are both crucial to improve the chances of better outcomes for your employees. **Direct access** can mean earlier diagnosis for cancer, often in less time than people would have to wait to see a GP. Any employees who are concerned about possible cancer symptoms can speak directly with our clinically-led team to assess their symptoms. They'll be referred to a consultant in a median of six days and start cancer treatment within **31 days; twice as fast as the published national target of 62 days.**

[Read more](#)



Any onward referrals for consultations, tests or treatment are subject to the benefits and exclusions of your cover. Please check your guide and certificate for further details or contact us to check your availability.

Tools available to help your workforce spot the signs of cancer



Health Hubs

Our Cancer Care Brochure

Within this brochure you'll find an overview of the options available to your employees, to offer them advice, treatment and support at every stage.



Supporting colleagues with cancer

At home, during treatment, and in the workplace.

One in three people with cancer will experience a mental health problem, such as depression or anxiety, before, during or after their treatment.

It can also affect the mental health of those closest to them, especially if they lose a friend or family member to cancer.

As an employer, it's important to be prepared – and present – when someone in your team needs help.

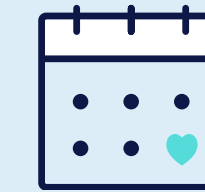
These resources will help you to promote the mental health support available.



It's good to talk

Talking about your feelings can help you stay in good mental health. The good thing about talking to someone over the phone is that it's from the comfort of your own home.

Whether you're worried about a cancer symptom, a diagnosis, or even the thought of the financial impact on your family – support is out there. Whether that's through Bupa's mental health line, or another helpline such as Macmillan.



Find your work-life balance

Following a cancer diagnosis or treatment there will be a period of rehabilitation. People need to ease back into work during that transition, so it's important to strike a good work-life balance.

[Watch](#)



[Listen](#)



Improving your sleep

Anxiety about a diagnosis, concerns about an appointment, or worrying about the impact on the family are all things that can cause sleep problems. Sleeping well will give colleagues more energy and help them to stay on top of their wellbeing.

[Watch](#)



[Listen](#)



Making the most of working from home

If someone's recently been diagnosed, or if they're undergoing treatment, or have a compromised immune system they may not want to commute. If it's safer to work from home, we have tips to help them make the most of it.

[Watch](#)



[Listen](#)



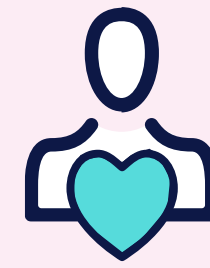
Supporting colleagues with cancer

At home, during treatment, and in the workplace.

As well as the resources here, we can support your workforce in a number of ways.

If an employee isn't feeling themselves, our Mental Health Support team can listen, advise, and put them through to a mental health nurse. Or they can speak to our Direct Access team – they could refer your colleagues to a specialist, maybe even without needing to see a GP first.

Whatever's on your mind, we can help.



Self-care

Here we discuss the importance of self-care in supporting our physical and mental health. We also explore the importance of protecting your time and putting your needs first.

[Watch >](#)



Mindfulness

Here we discuss how to take time for ourselves away from what's going on in the world. We explain the basic concepts of mindfulness, the theory behind it and how it can be used in everyday life to improve overall wellbeing.

[Watch >](#)

[Listen >](#)



Supporting your financial wellbeing

Here we discuss the impact of financial worries, Statutory Sick Pay (SSP) and how money can impact your mental health.

[Watch >](#)

[Read >](#)



Managing stress

Here we discuss the science of stress, the effects of stress which we can notice in ourselves and other people and how we can manage stress using the **'5 steps to wellbeing'**.

[Watch >](#)

[Listen >](#)

How to support someone with cancer in your workplace

They may have questions, or feel overwhelmed with all the information about their condition. Make sure they know that we're here to talk anytime.

It's normal for people with cancer to struggle with their mental health. So we provide access to counselling too.

For more help and advice, go to the next page, where you'll find a link to our manager's guide.



Help for colleagues

Colleagues in their team might not know how to speak to someone with cancer, so our **manager's guides** include ideas on how to support them, and also manage bereavement in the workplace.



Returning to work

Employees are often concerned about their return to work, so a **phased return as they recover** can be the best option. You should always consider flexible working options too.



Little things make a big difference

Small gestures like a card, or some flowers, can **go a long way**. We've seen the difference that our Small Acts of Kindness initiative makes to colleagues' mental wellbeing and morale.



Signposting to support

Access to information is critical to empower people to take control of their health. You need to split this into 3 areas.

- How can you raise awareness?
- What is available for early intervention and self care?
- If someone needs further support, what is available?

Supporting colleagues with cancer

At home and in the workplace.

Whether you're looking after 3 people or 300, whatever the size of your team, you have the potential to create a supportive culture that's open and inclusive in its discussions about cancer and bereavement.

Helping your employees stay in work, or come back to work when they feel able, can make a big difference to their health and wellbeing.

Our manager support guides will give you valuable insight on a range of topics, as well as resources to support employees who are diagnosed with cancer whilst at work.

Cancer doesn't discriminate. It can impact anyone, such as parents, siblings, partners, even children. So we've also included a bereavement guide that you can share with colleagues if they lose a loved one from cancer.



Supporting your team with cancer: A manager's guide

Practical advice, useful tips and expert insight to support your team members affected by cancer.

[Download brochure >](#)

A guide to Bereavement Support and advice for managers

Caring for your team and your own wellbeing during bereavement.

[Download brochure >](#)



Bitesize videos for line managers

Our bitesize videos cover a range of health and wellbeing topics which have the potential to impacts someone's mental health.

The videos are 10 minutes long so easily digestible, where Bupa's leading clinical experts provide tips, tools and resources on how managers can best support employees in the workplace

You can add them to your intranet or internal platform so they are easily accessible for your managers or you could use them in your campaigns to engage people.

Is your team burnt out or busy?

[View >](#)



Disability inclusion in the workplace

[View >](#)



Supporting managers to talk about period health

[View >](#)



Supporting neurodiverse employees

[View >](#)



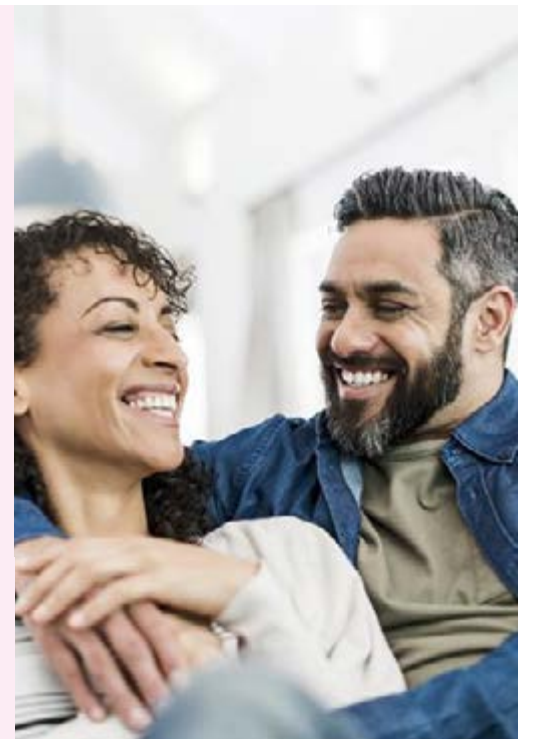
Supporting transgender individuals

[View >](#)



Supporting employees facing fertility concerns

[View >](#)



Supporting those who care for children with mental health issues

[View >](#)



Supporting employees through the menopause

[View >](#)



Supporting employees experiencing endometriosis

[View >](#)



Supporting colleagues with cancer – at home, during treatment, and in the workplace.

Talking to children about cancer

Explaining cancer to children can be difficult. So here are some guides to support your colleagues who have children. And always remind them that our Family Mental HealthLine is there to help too.



What does it mean?

This booklet explains what cancer is and explores common worries children may have – reassuring them that **however they react it's ok.**

[Download brochure >](#)

Visiting hospital

Types of treatment are explained **in clear language**, and we meet some of the health professionals who are doing everything they can to help people with cancer get better.

[Download brochure >](#)

Life at home

This booklet looks at some of the side effects of different types of cancer treatments. **It also offers ideas** for small ways children may like to help out at home.

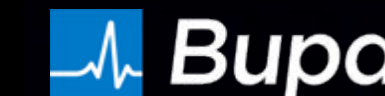
[Download brochure >](#)

Activity Book

This magazine gives children something to do while they are visiting the hospital or if they want to **keep their mind occupied** at home.

[Download brochure >](#)

Unlocking our partnership



Bupa have partnered with JAAQ to launch an exclusive employee engagement programme.

Our new partnership brings Bupa's clinical expertise and JAAQ's specialist employee engagement platform to create an exciting proposition.

JAAQ.ORG

A unique resource giving your people access to doctors, celebrities and athletes with lived experiences providing guidance and support in an empathetic, engaging and cutting-edge way.

Bespoke video conversations

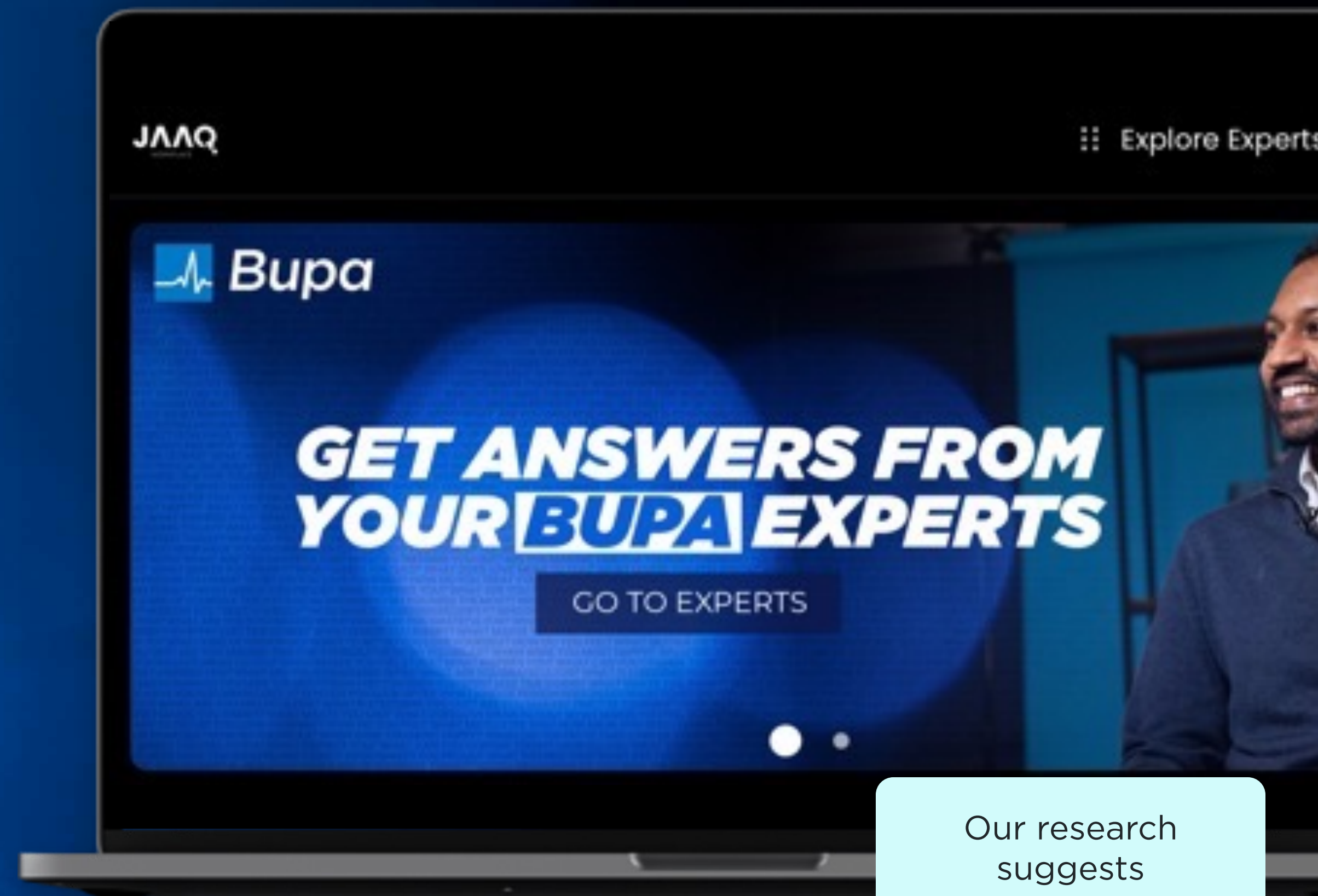
Hero conversations that provide an interactive way to engage and connect your people with Bupa experts, senior leaders or health and wellbeing champions across your business.

Takeover days

Full/half-day live events with expert-led workshops to educate your people and equip them with tools to support health topics including burnout, resilience, menopause and many more.

JAAQ at Work platform

A bespoke platform with exclusive content for your people to access, providing your business with unique MI and insights to inform your health and wellbeing strategy.



Our research suggests

1 in 3

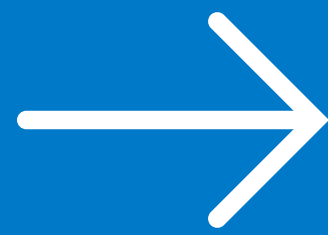
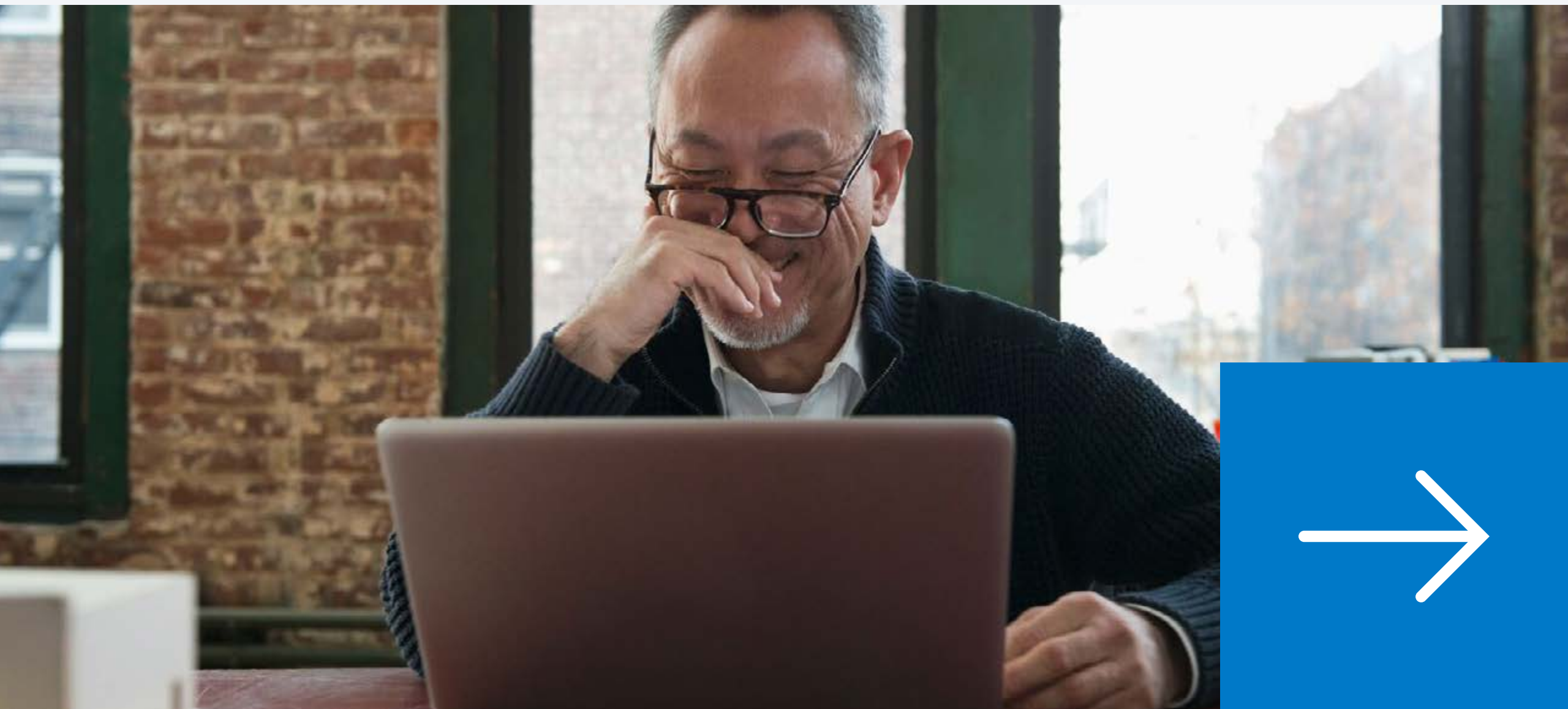
people with cancer will experience mental health symptoms

The [#WorkingWithCancer](#) pledge is a worldwide campaign that encourages employers to be more supportive of those working with cancer.

The initiative aims to eradicate the stigma and anxiety of having cancer at work.

Many of the world's best known companies have agreed to the pledge already.

[Haven't signed the pledge?](#) Find out how you can [here](#)



Bupa is proud to have signed up and this is our pledge:

“As a leading health provider, our purpose is to help people live longer, healthier, happier lives and make a better world. Our people are at the heart of our business, and we want to keep them healthy and happy at work, including those affected by cancer. We’re proud to pledge our commitment to hashtag#WorkingWithCancer.”

At Bupa, we foster an open and supportive culture to help employees proactively manage their health and wellbeing. We engage our people in their health and provide key benefits through our Viva health and wellbeing offering, including access to primary care services, health assessments and health insurance.

Employees living with cancer can use our internal social platform, WorkVivo, to access their health benefits: from trusted health information to supporting policies, and links to our health and wellbeing resources. Our people have felt comfortable in sharing personal cancer journeys through WorkVivo, demonstrating our commitment to erasing the stigma of talking about cancer in the workplace, from senior leaders to new starters.

We help employees choosing to work after cancer diagnosis through return-to-work support and adjustments from occupational health. We provide people managers with guides on supporting employees with cancer.

Our opt-in Bupa Health Trust includes our cancer promise. Employees receive our market-leading cancer cover, including access to specialist oncology nurses, and our newly launched breast and prostate cancer checks.

Finally, we know cancer has a big impact on mental health, so we provide leading mental health support through our Employee Assistance Programme and Mental Health First Aiders.”

Workplace Academy



Thank you

**If you have any questions about how
to promote or use any of our services,
please speak to your Account Manager.**

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