

# HELP FOR CANCER PATIENTS AND CAREGIVERS



SCS supports patients and their caregivers by means of financial assistance, psychosocial, emotional and spiritual support. Our Social Workers and Counsellors accompany all our patients and their families on the cancer journey by listening and understanding to their needs as well as offering assistance and support where necessary.

*The above sections of this fact sheet have been reproduced with permission from the fact sheet "Creating cancer-friendly workplaces" © Cancer Council NSW 2014: Develop and communicate clear policy in your organisation; Providing practical support to employees having cancer treatment; Supporting an employee returning to work after treatment. Input has also been provided by Singapore Cancer Society's Cancer Survivors and Oncologists.*

A Healthy Community Initiative @ South West by:



Contact SCS for more information for a cancer-friendly workplace.

- 15 Enggor Street, #04-01, Realty Centre, Singapore 079716
- communityhealth@singaporecancersociety.org.sg
- www.singaporecancersociety.org.sg

- sgcancersociety
- 6221 9578
- 6221 9575



## INTRODUCTION

We would like to encourage companies to support cancer patients by promoting cancer screening in the workplace, supporting employees who are undergoing cancer treatment or by employing cancer survivors.

This is the starting point for the organisation to be a friendly workplace for cancer survivors.

### 1 DEVELOP AND COMMUNICATE CLEAR POLICY IN YOUR ORGANISATION



Your policy should consider:

- Leave entitlements – paid and unpaid, whether the organisation will go beyond statutory entitlements, statutory rights and obligations
- Provision of flexible working arrangements (Example: work from home, flexible working hours)
- Zero tolerance for discrimination of any employee with cancer
- Workplace support strategies and practical support
- Guidelines for communication with employees during treatment and/or their absence from the workplace
- Facilitating understanding of cancer-related issues, including an appreciation of the importance of work to many people with cancer and where to access information on cancer
- Involvement of return-to-work coordinators, human resources staff, employee health staff, and/or external professionals such as counsellors or psychologists
- Respect for privacy
- awareness and management of impacts on colleagues and team members
- Support, education and training for managers
- Promotion of healthy lifestyle choices to support the prevention of cancer and other chronic diseases
- Encourage cancer screening among employees
- Raise awareness on cancer through education, forums and talks.



### 2 PROVIDING PRACTICAL SUPPORT TO EMPLOYEES HAVING CANCER TREATMENT

- Flexible working arrangements
  - Provide flexible working hours to accommodate medical appointments and treatment
  - Work from home to facilitate rest breaks
  - Change of workstation to be accessible and quieter for concentration
- Temporary adjustments to workload
- Additional leave
- A quiet place for nap
- Access to counselling
- Encourage other employees to stay home when ill
- Help employees find information and support
- Promote understanding of cancer among colleagues
- Stay in touch with employee under treatment to minimise social isolation

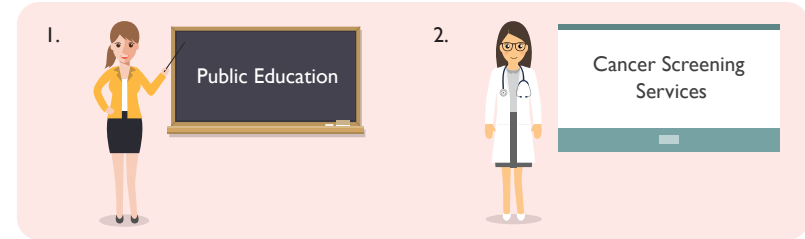
## 3 SUPPORTING AN EMPLOYEE RETURNING TO WORK AFTER TREATMENT



- Return-to-Work coordinator
- Ergonomic assessment of work place
- Buddy system
- Facilitate a gradual return to work system
- Access to disabled bathroom facilities
- Sanitary waste disposal ( especially for incontinence pads)

The essential essence for care of cancer patients and survivors is the expression of care and concern for an individual as a person. It takes a community of people to help cancer patient to go through the difficult journey of treatment and recovery period. The available services in Singapore Cancer Society (SCS) are established to meet the needs of cancer patients and a closer collaboration with the Community will certainly improve the quality of life for cancer patients.

### HOW CAN YOUR ORGANISATION HELP TO LOWER THE INCIDENCE OF CANCER IN THE WORKPLACE?



SCS has been active in raising cancer awareness through its public education campaigns, forums and talks. You can do your part by actively promoting healthy lifestyle choices and cancer awareness through roadshows, screenings and talks offered by SCS:



Breast Cancer



Colorectal Cancer



Gastric Cancer



Lung Cancer



Prostate Cancer



Women's Gynaecological Cancers (cervical, ovarian and uterine)

Cancer screening helps to detect cancer at an early stage, before the symptoms occur. Treatment at early stages increases the chance of a cure and reduces the mortality rate. SCS provides the following screening services without charge to members of the public at our Multi-service Centre.



Faecal Immunochemical Test (FIT) for Colorectal Cancer



Pap Smear for Cervical Cancer



Mammogram for Breast Cancer (for CHAS card holders only)

Terms & conditions apply

