

Appendix 1 - Record of discussion

Name	
Record of discussion (include details of any issues raised, reasonable adjustments discussed, actions taken etc.)	
Consent	I agree to information relating to my discussion being shared with the Occupational Health & Wellbeing service
	Print name: Signed:
Date	
Line Manager	Print name: Signed:
·	

File Name: HR49 Menopause Policy Produced by: HR Directorate Version: 1.0 Page 9 of 15

Date: January 2020

Review date: January 2021