

## Fertility Treatment Policy

This policy must be read in conjunction with the Parenthood Policy. It does not form part of any team members contract of employment and may be amended or withdrawn (in whole or in part) at any time and works in conjunction with respective policies as appropriate.

### Who is this for?

This policy applies to:

- Team members
- Line managers

In the following countries:



### When does it apply?

Fertility treatment can include but is not limited to:

- Scans or ultrasounds
- Egg collection
- Embryo transferral
- Vasectomy reversal
- Surgical sperm retrieval

We recommend that team members inform their line managers as soon as they find out that treatment has been approved so they can get support, prepare for any time required for leave, arrange cover and ensure that the team member can continue to work safely. We understand it can be emotionally stressful and team members need support, especially if a cycle of treatment is not successful.

Team members should try to arrange any appointments for times when not scheduled to work i.e. at the start or at the end of a shift. If this is not possible, team members are entitled to two paid days off per cycle for one cycle per year. These days should be planned in as far ahead as possible. If the two days have been used and further time is required then the team member and line manager should then discuss alternative options such as changes to shift patterns, use of holiday, flexible working or working from home (if appropriate) to establish the best solution for both the team member and the business. The specific circumstances relating to each case will determine the duration of any further authorised leave and line managers will discuss with the team member how much leave to allow for the situation.

## What makes it work?

Line managers must ensure that team members who are undergoing Fertility Treatment are treated fairly and protected from health and safety risks. A risk assessment may be carried out to assess whether or not there are any tasks that should be avoided, for health and safety reasons. If the team members' doctor or health professional has any concerns these must be shared with the line manager for consideration.

In the majority of cases team members will be able to stay in their current role during treatment however, if a risk is identified that cannot be removed, reduced or controlled, the line manager may have to take the following actions:

- Adjust working conditions (i.e. asking someone else to complete certain tasks) or amend working hours or start/stop times.
- Provide a suitable alternative role on the same terms.

Further information or evidence from the team members' doctor or health professional may be requested if any temporary adjustments are required to the team members role. The [Workplace Adjustments](#) policy and guidance can also be used to support any adjustments and ensure we provide equitable adjustments so that everyone can realise their full potential.

The [Parenthood Policy](#) outlines some of the other policies and areas that can support throughout the different stages of Parenthood. These include use of the [Flexible Working](#) and [Workplace Adjustments](#) policies, the support available on the [Wellbeing Hub](#) and from [Nest](#) who work in partnership with [Hospitality Action](#) and the use of a [Parenthood buddy](#) if appropriate.

If the treatment makes the team member feel too unwell to work, the two paid days off per cycle of treatment per year can be used if not already. If they have then any further absence should be reported and recorded in the normal way in line with the [Sickness Policy](#). If the team member has had the last part of the IVF process (embryo transfer) then pregnancy rights will apply. This means that the team member is protected against unfair dismissal and unfair treatment related to the possible pregnancy.

If the IVF treatment is unsuccessful, the team member is still protected by law against pregnancy discrimination for two weeks after a positive pregnancy test. Refer to the support available in the [Pregnancy Loss Guidance](#).

## How does it work?

Related policies and what further support is available can be found in the policies below.

Wellbeing Hub

Hospitality Action – Employee Assistance Programme

Compassionate Leave Policy

Flexible Working Policy

Parental Bereavement Policy

Pregnancy Loss Guidance

Workplace Adjustments Policy

There are lots of charities and specialist support groups who offer support and information. Here are some that you might find helpful:

- [Fertility Network UK](#) – the National Charity for anyone who has ever experienced fertility problems.
- [Fertility Friends](#) – an online community dedicated to infertility and fertility support
- [bica.net](#) – The British Infertility Counselling Association which signposts to specialist fertility counsellors
- [Surrogacy UK](#) – a not for profit one stop shop for all information about surrogacy in the UK
- [Human Fertilisation & Embryology Authority](#) – a government body with lots of supporting information for everyone whatever their situation
- [Tommy's](#) – pregnancy charity funding pioneering research to understand why pregnancy goes wrong. Tommy's provides expert, midwife led advice for parents before, during and after pregnancy

## Updates to this guidance

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