



Arthritis NZ
Mateponapona
Aotearoa

Living well with arthritis

Workplace conversation checklist

Preparing to talk with your employer

Having a conversation with your employer can feel daunting, but spending a little time preparing beforehand can help you feel more confident and ensure the discussion focuses on solutions.

1. What tasks are becoming difficult?

☐ Sitting for long periods

☐ Lifting or carrying

☐ Standing for long periods

☐ Driving

☐ Walking

☐ Fatigue

☐ Climbing stairs

☐ Other _____

☐ Typing or writing

2. When do you notice these challenges most?

☐ First thing in the morning

☐ During flare-ups

☐ Later in the day

☐ Every day

☐ During busy periods

Notes: _____

3. What might help? Tick any ideas that could make your workday easier.

☐ Ergonomic chair

☐ Different equipment

☐ Different keyboard or mouse

☐ Changing how some tasks are completed

☐ Flexible start or finish times

☐ Sharing or rotating physically demanding tasks

☐ Working from home occasionally

☐ Other _____

☐ More movement breaks



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4. **What is working well?**

Think about what helps you manage your arthritis now.

5. **Plan your conversation**

I would like to discuss:

The changes that would help me most are:

Questions I would like answered:

Remember

- **Focus on solutions, not just the problem.**
- **Be honest about what you're finding difficult.**
- **Small changes can make a big difference.**
- **Review how the changes are working after a few weeks.**

**Learn more
and find support**



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