Content of the INTERVENTION

All managers, at the workunits allocated to intervention, were invited to participate in a **three-hour seminar***

**The three-hour seminars**

The seminars were held at the workplaces and tutors were an occupational physician and a former hospital manager, who used an active pregnancy policy as a manager at an emergency department

*Content of the seminar was:*
- Knowledge about occupational risk factors in relation to pregnancy
- Introduction to the *Active Pregnancy policy concept (APp-concept)*
- Case-based work with the concept

*Each manager received:*
- A printed booklet about the APp-concept
- A printed booklet about occupational risk factors in relation to pregnancy
- A poster with the study name to display at their work units.

Managers in the intervention were given access to a Hotline, if they had questions about occupational factors in relation to pregnant employees and they were given username and password to [www.aktivgravidpolitik.com](http://www.aktivgravidpolitik.com), that held all seminar presentations, printed materials and detailed study information.

**The APp-concept**

A positive, solution-oriented proactive approach, which consits of:

1. A *visible and acknowledged policy of pregnancy* at the work unit
2. A *congratulation letter* from the manager to the pregnant employee inviting her to the first meeting
3. *Planned meetings* during the pregnancy between the manager and the employee with an individual risk assessment and talk about worries and needs for job adjustments
4. *Job adjustments* when needed (fx changes in work schedules, different work tasks, extra small breaks)

* At two hospitals participation was mandatory, whereas participation was voluntary in the other three hospitals
The Active management policy

**Congratulation letter**

The letter/mail is send/given when the manager is informed about the pregnancy. It contains:

1) Invitation to and date for the first meeting with the manager
2) A list over work assignments (risk assessment)
3) An overview of offers to pregnant employees at the workplace

**Planned meetings**

3 planned interviews during pregnancy, the first within 1-2 weeks after the information about pregnancy

1) Individual risk assessment (using the list of work assignments)
2) Discover any worries the pregnant employee might have
3) Investigate whether there is a need for job adjustments

At interview 2 and 3 new and ongoing worries, needs and adjustments are discussed and planned

**Job adjustment**

Examples of adjustments:
- Changes in work schedule (e.g. no early hours if problems with nausea in the morning, no night shifts, shorter shifts)
- Changes in work tasks (e.g. more administrative – sitting work)
- Extra small breaks
- A place to rest

**Visible Pregnancy policy**