

# Workplace accommodation plan

## A tool to help you reflect

This document can support you to reflect on workplace limitations caused by the interaction between your symptoms and the workplace environment. List your common workplace limitations, how past experiences helped you overcome them and what supports can benefit you to do so.

Employee name: \_\_\_\_\_

Job title and department: \_\_\_\_\_

Supervisor Name and title: \_\_\_\_\_

*Table 1: Workplace Limitation and Proposed Solution*

Workplace limitation	Job duties affected	Proposed accommodation	Notes



# Accommodation plan

## A tool to help you plan

A good accommodation plan is regularly evaluated. Use this planning table to set follow up meetings, make notes and set your goals for improvement of the work accommodation plan. Encourage your supervisor to provide constructive feedback and note any additional supports you might need to complete your work tasks as required.

Table 2: Follow up times table

Accommodation	Evaluation - feedback	Goals for next meeting	Follow up date

