



Hampshire and Isle of Wight



EDNA

Employee Disability and Neurodivergent Advice

Reasonable Adjustments

Presented by: Lisa Richardson and Alice Morris, EDNA Senior Disability and Accessibility Advisors

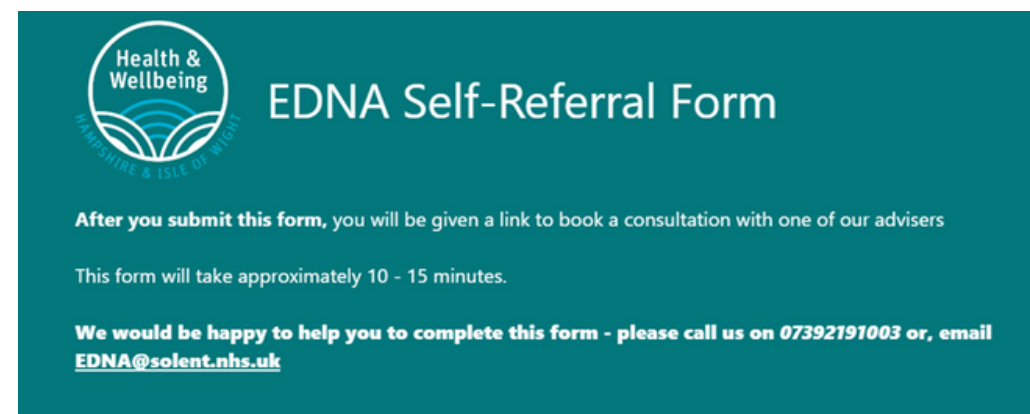
December 2023

Meet the Team

Helping colleagues to thrive in the workplace through **support and advice** for workplace reasonable adjustments, Access to Work, signposting, advocacy, manager training and more.

Service provided by a specialist team offering **one-to-one advice** and a **safe space to talk**, as well as help with areas such as employment rights and HR advice.

- » Two Senior Disability and Accessibility Advisors
- » One Disability and Accessibility Advisor
- » One Administrator
- » Service managed by Inclusive Health and Wellbeing Delivery Manager



- » Referrals come via an online referral form on Trusts' intranets or can be made on the region-wide People Portal
- » Appointments held over Teams or Telephone
- » You do not need a formal diagnosis to access EDNA
- » Confidential information and advice
- » Available to NHS colleagues across Hampshire and the Isle of Wight

What makes EDNA different?

» **Advocacy and ease of access**

Service tailored to individual need, employees can self-refer, no formal referral required

» **Consistency and a partnership approach**

Delivers knowledge and expertise

» **Support with Access to Work**

From start to finish

» **Simpler pathways**

Signposting our people to staff networks, charities and additional resources

» **Building networks**

Working together to build networks, help break down barriers and help create a joined-up service

» **Inclusion for all**

Can help celebrate positive practices and provide support and advice for all, when needed most

“ IT'S SO REFRESHING THAT EDNA IS A SERVICE ESPECIALLY FOR STAFF. HAVING THAT SUPPORT OURSELVES MEANS WE'RE IN A BETTER POSITION TO SUPPORT PATIENTS. ”

Jacquie Holt, Patient Pathway Coordinator, UHS



Aims of the session

- » Explain what is meant by reasonable adjustments and understand how reasonable adjustments promote diversity and inclusion
- » Explore specific disabilities and how they can impact individuals
- » Examples of specific reasonable adjustments for staff living with a disability, long-term health condition or specific needs
- » An overview of how you can access and implement support for reasonable adjustments

Not all impairments are visible



The awareness of invisible disabilities has risen over the past few years. Invisible disabilities include neurodivergent conditions like autism and ADHD, mental ill health, Cystic Fibrosis and many more.

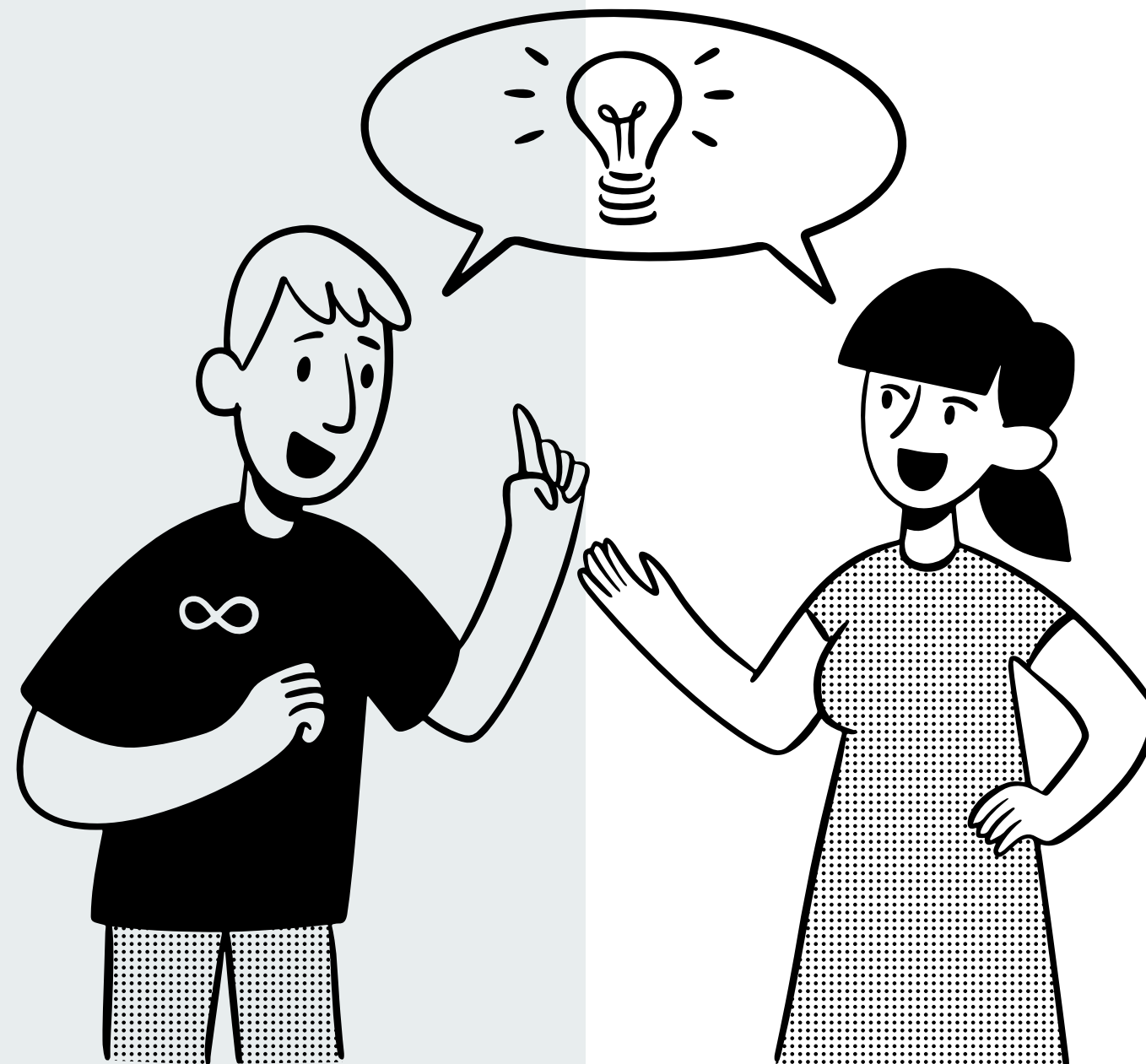
Some people with invisible disabilities wear sunflower lanyards to indicate that they are disabled. This enables individuals to use disabled facilities without being questioned and helps with accessing support and assistance.



Neurodiversity in the workplace

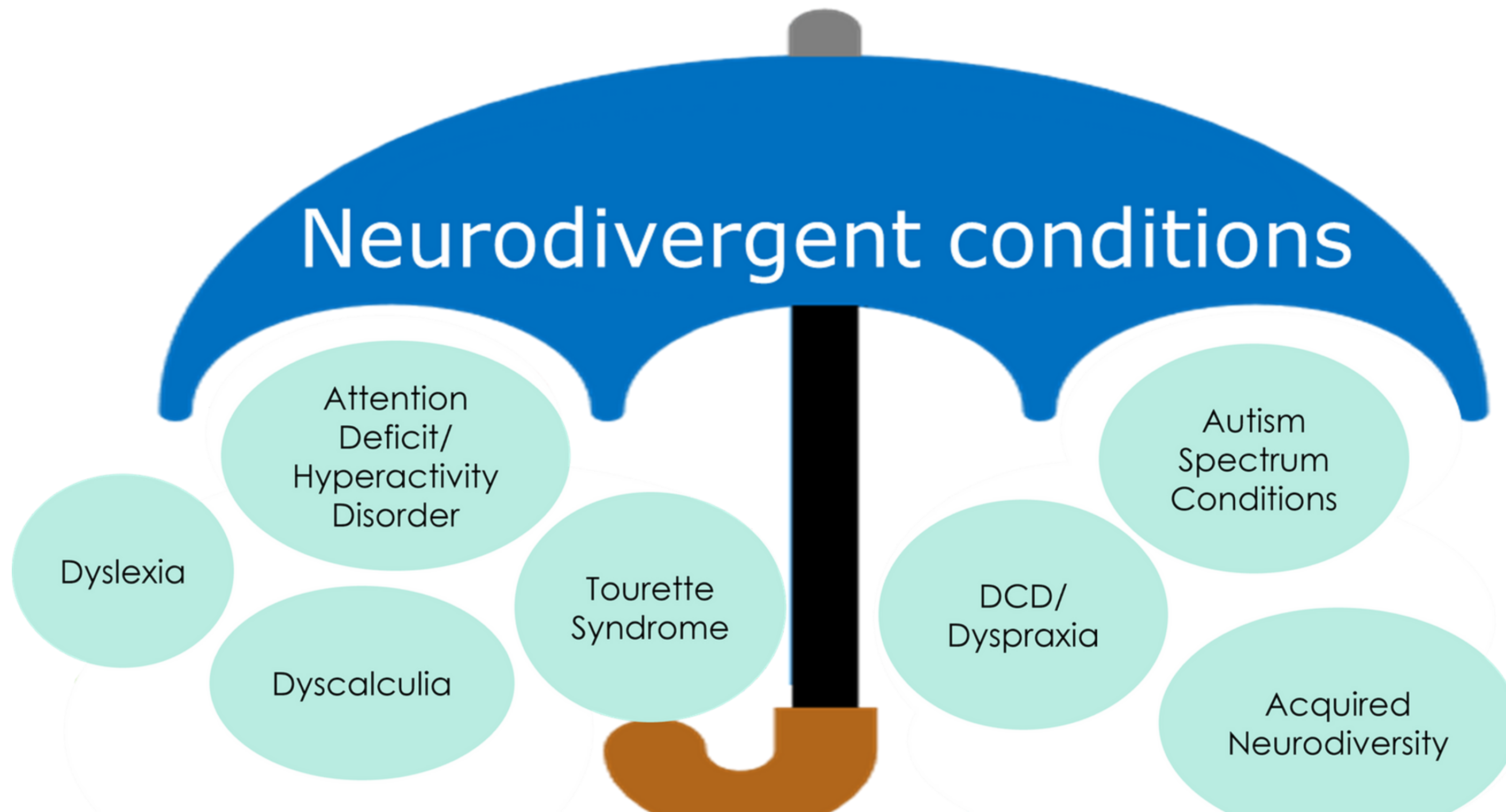
WHAT IS NEURODIVERSITY?

“Neurodiversity describes the idea that people experience and interact with the world around them in many different ways”



“There is no one "right" way of thinking, learning, and behaving, and differences are not viewed as deficits”

Talking about accessibility



What can we do as a workforce on a personal level?



- » Get to know each other
- » Use person centered language
- » Question your own thoughts and attitudes towards individuals who have a disability
- » Say or do something if you see discrimination
- » Support inclusion

What is meant by neurodiversity?

“Organisations must consider the broader picture; inclusion is more than simply 'including' diversity – it is about individual experience and work, and creating a positive environment in which everyone can influence, share knowledge and have their perspectives valued”

EDNA

- » Listens to our employees, which can make the organisation a great place to work
- » Can help our employees feel valued
- » Focuses on creating an inclusive environment

The stronger we are together the more likely we are to attract and retain!

EDNA

Employee Disability and Neurodivergent Advice

“ THERE'S A LOT OF ASSUMPTIONS ABOUT WHAT PEOPLE WITH DISABILITIES CAN AND CAN'T DO ”

Amy Long, Inclusion and Belonging Consultant,
University Hospital Southampton



Access to Work

Get support for reasonable adjustments if you have a disability or health condition



Access to Work
Making work possible

[gov.uk/access-to-work](https://www.gov.uk/access-to-work)

Access to Work

Access to Work can usually provide a grant to pay for the cost of the support, for example it can provide funds towards:

- » Special aids and equipment
- » Adaptations to equipment
- » Travel to and from work
- » Communication support at interview
- » Support workers
- » Mental Health support

You are considered disabled if you have a physical or mental impairment which has a substantial and long-term adverse effect - beyond 12 months - on your ability to carry out day-to-day activities.

(Equality Act, 2010)



Workplace Culture, People Development and Engagement

Workplace Partners coaches small business to develop the workplace culture needed to support...

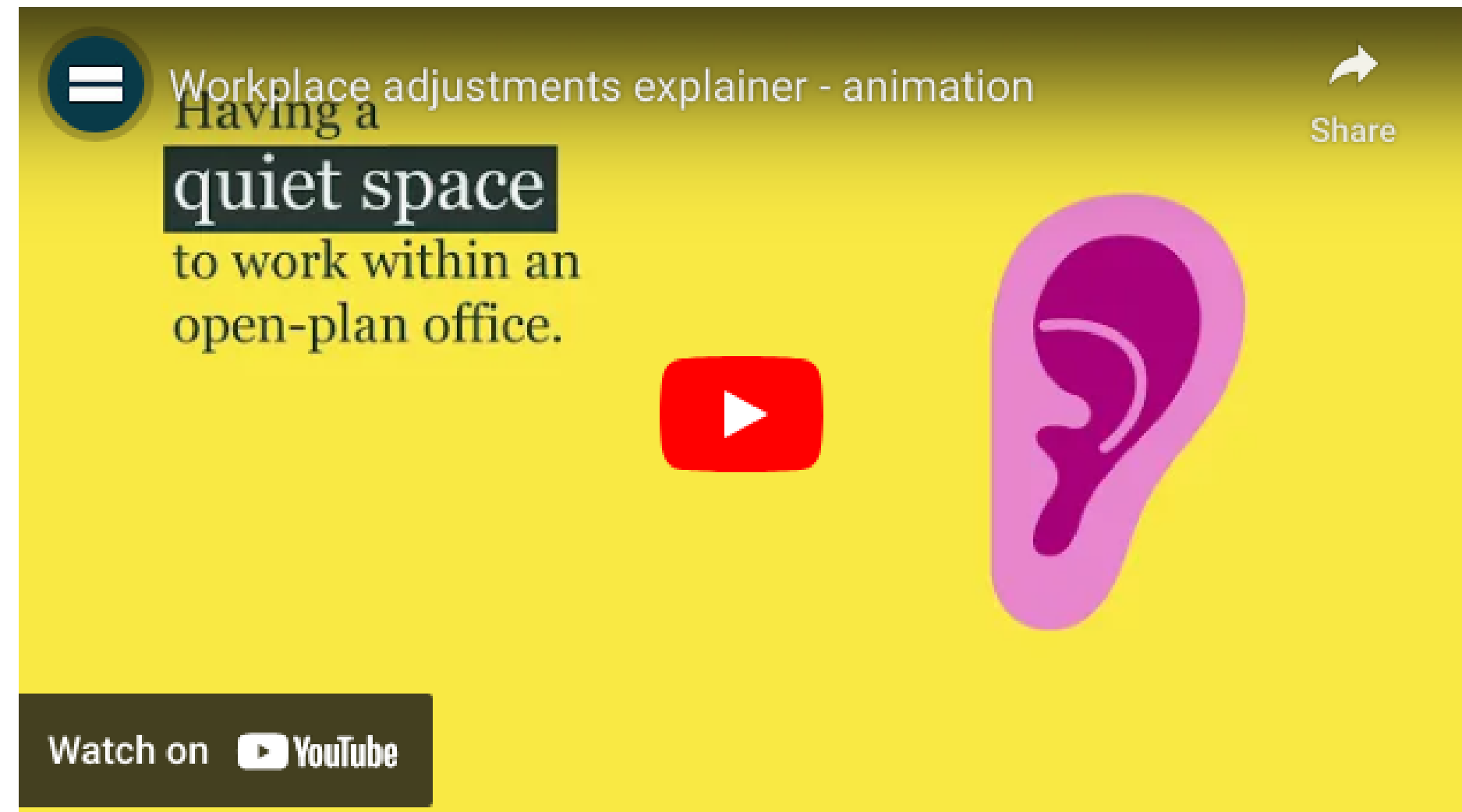
 Workplace Partners /

Reasonable Adjustments

Help with the extra costs disabled people face in work

Many reasonable adjustments involve little or no cost and could include:

- » Making changes to an individual's working pattern
- » Providing training or mentoring
- » Making alterations to the workplace premises
- » Ensuring that information is provided in accessible formats
- » Modifying or acquiring equipment and/or software
- » Allowing extra time during exams



The image shows a YouTube video player thumbnail. At the top left, there is an equals sign icon in a blue circle. To its right, the text reads "Workplace adjustments explainer - animation". In the top right corner, there is a share icon and the word "Share". The main text of the thumbnail is "Having a quiet space to work within an open-plan office." The words "quiet space" are highlighted in a dark grey box. To the right of the text is a stylized illustration of a human ear in shades of purple and pink. In the center of the thumbnail is a red YouTube play button icon. At the bottom left, there is a dark grey button with the text "Watch on" followed by the YouTube logo and the word "YouTube".

Long-term conditions and reasonable adjustments

Changes an employer can make to remove or reduce a disadvantage related to someone's disability.

Such as:

- » Make changes to the workplace
- » Change an employee's working arrangements
- » Finding a different way to do something
- » Provide equipment, services or support



Can you guess what these long term conditions are?

Lets give you 2 minutes to type up your answers and when I say go, please add your answers in the chat field

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Crohns Disease

The latest research estimates that over 500,000 people across the UK have Crohn's or Colitis. That is around 1 in every 123 people. It is likely that at least one person in a medium to large organisation lives with one of these conditions.

Most people are diagnosed when they are of working age, between the ages of 15 and 40. For many people living with Crohn's or Colitis, having a supportive employer will help them manage their condition at work.

Some examples of reasonable accommodations for Crohn's symptoms, according to the Crohn's & Colitis Foundation, include:

- » Allowing frequent bathroom breaks
- » Having an office or workstation closer to a toilet
- » Allowing a modified work schedule or working from home when symptoms are active



**CROHN'S &
COLITIS UK**

A guide for employers

Information for employers or managers who have an employee living with Crohn's or Colitis (the two main forms of inflammatory bowel disease or IBD)

 [CrohnsColitisUK](https://www.crohnscolitisuk.org/)

Diabetes



Reasonable adjustments might be making sure a person can have their breaks at set times so they can keep on top of their blood sugar levels, or, providing special equipment if they have visual problems.

Reasonable adjustments don't always have to cost money – they are more about taking a flexible approach to work.

When managing someone with diabetes, ask them if you can do anything to support them at work. They may say no, but diabetes can affect people in different ways over time. So, make sure they know they can discuss their diabetes regularly in one-to-ones and appraisals if they want to.

Supporting someone with diabetes at work

If a person has diabetes, it's up to them if they want to tell their colleagues and manager about their...

 Diabetes UK

Fibromyalgia

It's likely a reasonable adjustment could be a light-weight laptop, adjustable chair, voice-activated software or ergonomic mouse. This may be recommended by a healthcare professional or a workplace DSE assessor.

If more expensive items are required, many employers might qualify for support from the Government's Access To Work scheme.

A car parking space near to the workplace can also be helpful.

- » Short breaks
- » Task rotation
- » Flexible working hours
- » Equipment, or a safe zone for the employee to carry out helpful condition management movements or stretches.



Fibromyalgia Action UK

Fibromyalgia Action UK is a registered charity administered primarily by unpaid volunteers. The majority of volunteers are also fibromyalgia...

 [fmauk.org /](http://fmauk.org/)



Arthritis

Some examples of ways in which you can change or modify working arrangements for tasks might include:

- » Altering work patterns or allowing flexibility in working hours, which could help individuals to avoid travelling in rush hour or work from home
- » Providing special equipment such as a suitable chair, different mouse or alternative keyboard
- » Allowing time off to attend medical appointments
- » Helping with travel to and from work



Supporting employees with arthritis | Workplace wellness| Bupa UK

Arthritis can impact all areas of your life, including work. As an employer find out how you can support employees with arthritis.

 BupaUK

Ehlers-Danlos Syndrome (EDS)

Ehlers-Danlos syndrome is a group of inherited disorders that affect your connective tissues — primarily your skin, joints, and blood vessel walls.







Ehlers-Danlos syndrome - Symptoms and causes

Learn about these complex genetic disorders that cause problems with connective tissue in the skin, joints and blood vessel walls.

 Mayo Clinic

TOP TIPS for an EDS/HSD friendly workplace

The Ehlers-Danlos syndromes (EDS) are a group of genetic connective tissue disorders with symptoms affecting the whole body. Hypermobility spectrum disorders (HSD) have similar symptoms to the most common type of EDS, the hypermobile type. Those affected by EDS or HSD may face challenges to their physical and mental health.

- 1 Adapt**
People with EDS or HSD have symptoms that vary greatly from day to day and often have to adapt their work plans, environment and aspirations. 
- 2 Ergonomics**
People with EDS or HSD may find physical tasks or long shifts difficult. Simple physical adaptations such as an ergonomic workspace setup and the use of assistive technology can help overcome many barriers in the workplace. 
- 3 Flexible**
A flexible approach which allows planning, pacing and varying hours or breaks according to symptoms, can help people with EDS or HSD stay in work for longer. 
- 4 Law**
Employers are required by law to make reasonable adjustments to prevent people with a disability or physical or mental health condition from being disadvantaged. They may be able to get help from the Access to Work scheme (<https://www.gov.uk/access-to-work>). 

More information is available from
The Ehlers-Danlos Support UK helpline
0800 907 8518
helpline@ehlers-danlos.org
Visit: ehlers-danlos.org



The Ehlers-Danlos Support UK is a Charity registered in England and Wales (110707) and Scotland (SC04671). Registered Company No. 891466.
Registered Address: Devonshire House, Manor Way, Borehamwood, Hertfordshire WD6 1QQ.

When must an employer make reasonable adjustments?



Equality Act 2010

CHAPTER 15

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The law (Equality Act 2010) says that employers must make reasonable adjustments when...

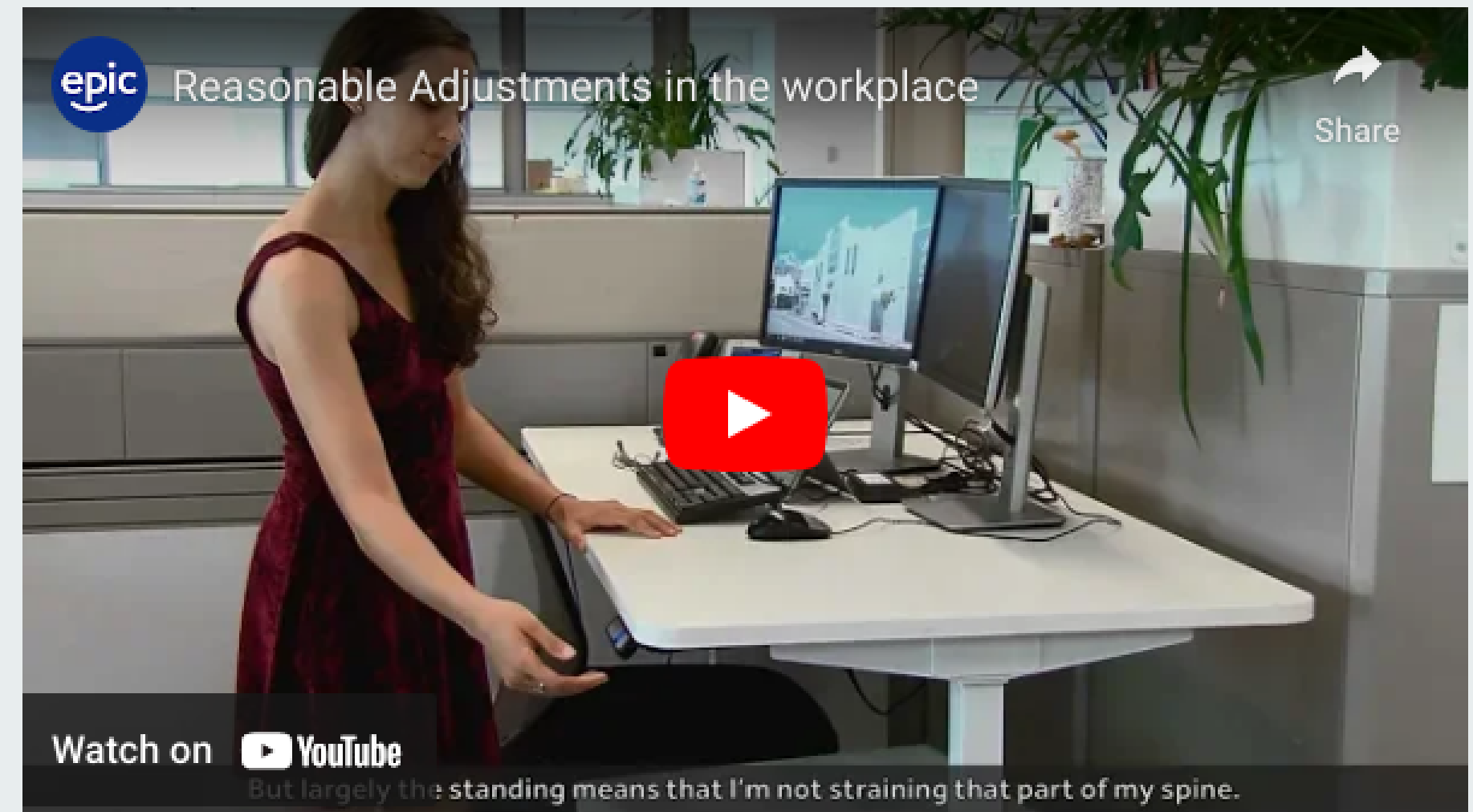
- » you know, or could reasonably be expected to know, your employee is disabled
- » an employee with a disability asks for adjustments, this can include a job applicant
- » an employee is having a difficulty with any part of their job
- » an employee's absence record, sickness record or delay in returning to work is because of, or linked to, their disability

Reasonable adjustments in the workplace - examples

Some further examples of reasonable adjustments that link to a persons disability:

- » Making a reasonable adjustment for someone with an assistance dog
- » Providing an employee with information in a different format and ensuring that others they work with provide the same

If someone does not get the reasonable adjustments they need at work they could make a disability discrimination claim to an employment tribunal!

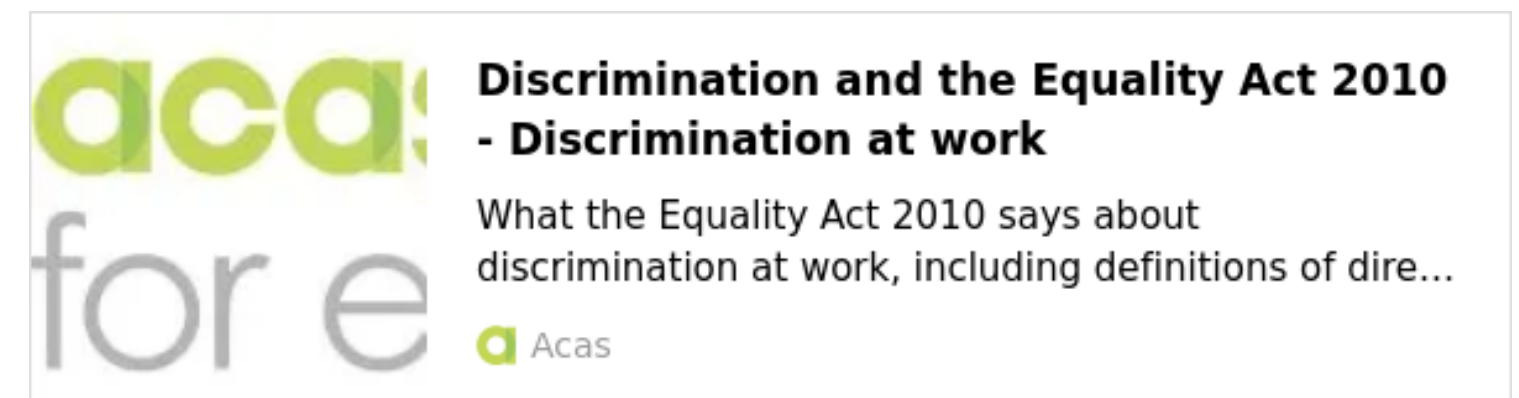


What is considered discrimination in the workplace?

5 examples of straightforward reasonable adjustments that have arisen in case law:

- 1 Reallocation of a duty a disabled employee cannot do**
An NHS trust discriminated against a deaf applicant for a position when it failed to consider reallocating telephone work, according to the employment tribunal in *Keane v United Lincolnshire Hospital NHS Trust*.
- 2 Providing a nearby parking space for a disabled worker**
In *Environment Agency v Donnelly*, the EAT held that an employer's refusal to allocate a parking space near to the workplace of a disabled employee was a breach of its duty to make reasonable adjustments. The employer's suggestion that the employee should arrive earlier at work to ensure a convenient parking space was wrongly placing the responsibility for making the necessary adjustment on the disabled person.
- 3 Redeploying a disabled person to a non-public facing role**
In *Brooks v The Secretary of State for Work and Pensions*, the employment tribunal concluded that an employee with depression who could not cope with significant direct dealings with the public should have been offered a job in a non-public facing role that was available.

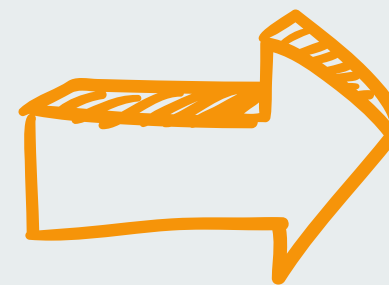
- 4 Allowing for regular breaks to cope with a disability**
In *Woodhead v Halifax plc*, a diabetic employee who was not provided with regular breaks as necessitated by her condition was found to have been unlawfully discriminated against because of her disability.
- 5 Providing a piece of equipment**
West v Lewis t/a Squires Model & Craft Tools is a good example of an employer committing disability discrimination by failing to make a simple and inexpensive adjustment for a disabled employee. A shop worker who had undergone a hip operation had requested numerous times that the company provide her with a stool behind the shop counter, so that she could sit from time to time to ease her pain.



Quick recap

- » Access to Work – support worker, equipment, travel
- » Acquiring or modifying equipment (assistive technology)
- » Adjustments to premises
- » Allocating certain duties/tasks to others or transferring to a different role
- » Changes to working hours or location of work
- » Rest breaks
- » Additional training, extra time for study/learning, mentoring or support buddy

Reasonable adjustments can make a huge difference to a person's working life. They can enable a person to get a job, to sustain a job, and to progress in their career. They are also a legal right under the Equalities Act (2010).



EDNA can help both the employee and their manager talk through reasonable adjustments and what might be helpful within a particular job role or task.

Facts

- » Employees or employers do not need to struggle
- » Reasonable adjustments can enable a person to bring their best self to work
- » With reasonable adjustments in place, individuals are more likely to continue working for their employer
- » With the right support and tools employees will be more productive
- » We can work together to achieve the best for each other
- » We can guide you in the right direction
- » We can help make the workplace an inclusive and supportive environment
- » Where everyone matters and every voice counts



Other ways EDNA can help

- » Explore limitations that the employee is experiencing
- » Look at how these limitations affect the employee and the employee's job performance
- » Explore what specific job tasks are problematic as a result of these limitations
- » Identify what accommodations are available to reduce or eliminate these problems
- » Explore if all possible resources are being used to determine possible accommodations
- » Once accommodations are in place EDNA can follow up with the employee to evaluate the effectiveness of the accommodations and to determine whether additional accommodations are needed
- » We can support managers or their team and help raise awareness and/or understanding



Reflection

Happy employees are proven to be more productive. Loyalty to our employees results in a strong reputation which attracts great talent that fosters powerful growth and opens the talent pool.



By breaking barriers of the old-fashioned work environment, we make room for an innovative atmosphere, where new ideas, new methods, new ways of working are celebrated and welcomed!

Where to get help

Some of the services in your organisation can offer support and advice – available on your Intranet

- » EDNA
- » Occupational Health / Physiotherapy team
- » Health & Safety
- » Staff Disability Network
- » Human Resources
- » Employee Assistance Programme

External services for support and advice – available online

- » Access to Work (Assistive technology, support for travel and mental wellbeing)
- » MIND (Mental Health and Wellbeing)
- » Posturite or Back Care solutions (ergonomic support)
- » GP

And so much more – reach out to EDNA should you wish to know more about what we offer.



Health & Wellbeing
Hampshire and Isle of Wight

**STAFF
PHYSIO
SERVICE**

Available at 22 locations across the region
No need for a GP referral

If you wish to self-refer to the Staff self-referral physio service then please visit the Health and Wellbeing, Hampshire and Isle of Wight People Portal: hiowpeople.nhs.uk



Health & Wellbeing
Hampshire & Isle of Wight

your
**PEOPLE
PORTAL**

WWW.HIOWPEOPLE.NHS.UK

Health and wellbeing advice, sessions and training for NHS and Primary Care colleagues.

DISABILITY WELLBEING
EMPLOYEE ASSISTANCE PROGRAMME
EQUALITY, DIVERSITY & INCLUSION
FINANCIAL WELLBEING
LONG-TERM CONDITIONS
MEN'S HEALTH
MENOPAUSE
MENTAL HEALTH
NEURODIVERGENCE SUPPORT
PRIMARY CARE
SETTLING IN
SUPPORT
TRAINING & WORKPLACE SUPPORT

Raising Awareness



NHS
Hampshire and Isle of Wight

EDNA

Employee Disability and Neurodivergent Advice

(8am – 4pm Mon-Thurs)

07392 191 003* EDNA@solent.nhs.uk

Hello

WE'D LOVE TO MEET YOU

OCTOBER

Tuesday 31st, 1.30-2.30pm

Focus: Removing Barriers: A Practical Introduction to Disability Equality

DECEMBER

Tuesday 19th, 1.30-2.30pm

Focus: Train the Trainer

FEBRUARY

Tuesday 27th, 1.30-2.30pm

Focus: Hidden Disabilities

To register
click here or scan here



- Online
- Hear about the service
- Meet the team

**The cost of calling a mobile varies. We can call you back if you prefer.*

EDNA

Employee Disability and Neurodivergent Advice

Hello

We'd love to meet you

Topics so far...

- » Neurodiverse conditions such as dyslexia, autism and ADHD
- » Being a supportive manager
- » Reasonable adjustments
- » Sensory impairments
- » Long-term health conditions
- » Musculoskeletal conditions
- » Disability Equality

EDNA

Employee Disability and Neurodivergent Advice



NHS
Hampshire and Isle of Wight

EDNA

Employee Disability and Neurodivergent Advice

EDNA is a service for NHS colleagues in Hampshire & Isle of Wight, who are living with a disability, long term condition and/or are neurodivergent.

Access support and advice in your workplace for reasonable adjustments, information and signposting, advocacy, provision of manager training and more.

How to book an appointment

Call: 07392 191 003* (8am – 4pm Mon-Thurs)

Email: EDNA@solent.nhs.uk

Self-refer online at: <http://bit.ly/3VC7KJ0>

or scan here



If you need help completing the form, please contact us on the above email or number.

At the end of the form, you are given the link to the EDNA booking form, where you will be able to select an available appointment with a specialist advisor.

Appointments are conducted using MS Teams.

*The cost of calling a mobile varies. We can call you back if you prefer.

NHS
Hampshire and Isle of Wight



your PEOPLE PORTAL

www.hiowpeople.nhs.uk



Health and wellbeing advice, sessions and training for NHS and Primary Care colleagues



Visit the People Portal to

- » see what's available
- » sign up to our newsletter
- » follow us on socials



DISABILITY SUPPORT
QUALITY, DIVERSITY & INCLUSION
FINANCIAL WELLBEING
LONG-TERM CONDITIONS
MENTAL HEALTH
MUSCULOSKELETAL HEALTH
NEURODIVERGENCE SUPPORT
PRIMARY CARE
SETTLING IN
STRESS & BURNOUT
SPIRITUALITY & CHAPLANCY
TRAINING & WORKPLACE SUPPORT



You guys are amazing! You really helped ease my anxiety and really help support to my learning needs. More NHS Trusts should have this service, as it's so valuable!



Thank you

Any questions?

Please email us at EDNA@solent.nhs.uk