



# Accommodation Request Tips

## Employees

- Identify where your disability is causing struggles.
- Be aware of and follow the company's accommodation request process
- Actively participant in creating a reasonable solution.
- Maintain a regular check-in to monitor if solution still works.

## Employers

- Clearly define the process for accomodations and communicate it often
- Engage in the interactive process.
- Leverage resources like [www.askjan.org](http://www.askjan.org) and interal stakeholders.
- Maintain a regular check-in to monitor if solution still works.