

Name of employee:	
Employee's job title:	
Name of line manager:	
My disability has the following impact on me at work:	
Employees who have fluctuating mental or physical disabilities On a "good day" my disability has the following impact on me at work:	
When I am struggling to manage, the following symptoms are indications that I am not well enough to be at work:	
<p>Emergency contacts</p> <p>If I am not well enough to be at work, I am happy for my line manager to contact any of the following emergency contacts in the order of preference indicated:</p>	<p>GP(preference:)</p> <p>Name:</p> <p>Surgery:</p> <p>Telephone number:</p> <p>Email:</p> <p>Specialist(preference)</p> <p>Name:</p> <p>Telephone number:</p> <p>Mobile telephone number:</p> <p>Email:</p> <p>Spouse/Partner/Relative(preference)</p> <p>Name:</p> <p>Relation to me:</p> <p>Telephone number:</p> <p>Mobile telephone number:</p> <p>Email:</p> <p>Friend(preference)</p> <p>Name:</p> <p>Telephone number:</p> <p>Mobile telephone number:</p> <p>Email:</p>
The following reasonable adjustments have been agreed on:	

These adjustments will next be reviewed on:	
I agree that the following information about the impact of my disability in the workplace can be disclosed to my colleague(s) listed herein to help them understand how my disability affects me in the workplace and the reasons for the required adjustments:	
Employee to give any additional information they would like their line manager to take into account:	

This form is confidential between the employee and the employee's line manager (and Human Resources)

The business will process the personal data collected in accordance with its data protection policy and any internal privacy notices in force at the relevant time. Inappropriate access or disclosure of personal data will constitute a data breach and should be reported immediately to the business's Data Protection Officer in accordance with the business's data protection policy. Reported data breaches will be investigated and may lead to sanctions under the business's disciplinary procedure.