

Sharing access requirements (disclosure)

There are many reasons why a person may or may not choose to share information about their disability and access requirements. Legally, a person with disability is not obligated to share information about their disability unless:

- an adjustment is required to complete the main tasks of their job
- there is a risk to workplace safety.

Reasons to share access requirements

- safety of the individual, colleagues and public
- life skills gained through disability may be relevant to the job
- need to ask for workplace adjustments
- employer has strong equal opportunity ethos
- a precautionary measure in the event the issue of disability arises on the job
- promotes the fact that disability does not hinder employment
- adjustment required during the interviews and/or assessment process.

Reasons not to share access requirements

- fear of discrimination or stigma
- privacy
- no need for workplace adjustment
- mental illness has no impact on work performance
- the condition or disability (e.g. illness) may be in remission
- individual may not consider the condition a disability
- no adjustment required for the interview and/or assessment process.

Source: Victorian Equal Opportunity and Human Rights Commission, (date not identified). Disclosing a disability- Workplace, Victorian Equal Opportunity and Human Rights Commission, Carlton, Viewed 22 May 2018, <<https://www.humanrightscommission.vic.gov.au/the-workplace/workers-rights/disclosing-disability>>

Practical tips for requesting and monitoring disability information in the workplace

Asking job candidates and employees if they live with disability in a respectful and sensitive way helps an organisation to provide the right support.

Before you ask – make it safe and easy for employees to share information by:

- building capability to make workplace adjustments
- educating managers about disability
- explaining the reasons why you are asking.

Know when to ask:

- ensure there is an option for applicants and employees to share information and request workplace adjustment at all stages – from the application and interview process, on-boarding, career development and performance appraisals and staff engagement surveys.

Know what (and what not) to ask:

- ensure your questions are in an accessible format and in line with legislation.

With thanks to Suzanne Colbert AM and the Australian Network on Disability.

Source: Australian Network on Disability 2018, Sharing and Monitoring Disability Information in the Workplace May 2016, Australian Network on Disability, Sydney, Viewed 22 May 2018, <<https://www.and.org.au/pages/resources-publi-sharing-and-monitoring-disability-information-967.html>>

