

Ten tips to keep in mind when interacting with adults with Hidden Disabilities in the workplace (Learning disabilities, Attention Deficit Disorder (ADD) and Attention Deficit Hyperactivity Disorder (ADHD))

1. Believe the volunteer or employee when they disclose they have a disability.
2. Minimize distractions in the workplace.
3. Allow extra time for reading, writing and training.
4. Ask the best way to relay information.
5. Provide assistive technology if needed that supports learning styles.
6. Please do not question the person's abilities or change your tone of voice such as speaking louder or slower than normal.
7. Please be patient as information may need to be repeated or provided in a different way or format.
8. Please control your stress level and maintain composure.
9. Be Patient! Understand the person with a hidden disability may feel emotionally lost or frustrated. Patience will make all the difference!
- 10 Understand when the person appears hurried or overwhelmed.