

ELEMENTS OF THE DISCLOSURE PROCESS

This activity is designed to help you understand the thought process needed when deciding whether or not to disclose your disability to an employer. Based on your career goals, think about your understanding of your career of choice, such as the job responsibilities, essential functions of the job, qualifications, etc. Once you understand the requirements of a specific career, you can begin to think about appropriate job accommodations that you will need. All of these steps are involved in the decision of whether or not to disclose your disability. Let us move systematically through the process...

State the job duties you describe as potentially difficult for you to perform:

Now, think about possible accommodations. Are there accommodations you have used in the past that will enable you to perform the above task(s)? If so, please list them below:

Are there still job duties, which you may be unable to perform? Research an accommodation, which might enable you to perform the task. In addition to listing additional job duties below, list as many resources as possible which will enable you to research possible accommodations:

Finally, imagine that you are meeting with a potential employer. You need to disclose your disability to assure that you will receive the necessary accommodations on the job. In complete sentences, describe your disability and what strategies or accommodations you will need to perform the job successfully (Peterson & Sherman, 1997):

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My disability can be described as:

My skills and abilities are:

My functional limitations are:

Accommodations needed are:

Now, put the above information in a narrative format:
