Do-IT>
Profiler

Neurodiversity Training and Support Tools

disability confident
LEADER

What is Neurodiversity?

The concept of neurodiversity is one that has come to the fore in recent times. It describes 1 in 8 of the population recognising the variety of ways we may learn and understand the world we live in, and for some the challenges in doing so.

Beneath this umbrella term you will find a diversity of conditions such as:

- Attention Deficit Hyperactivity Disorder (ADHD)
- Autism Spectrum Disorder (ASD) or Autism Spectrum Condition (ASC)
- Dyscalculia
- Dyslexia
- Dyspraxia - also known as Developmental Coordination Disorder (DCD)
- Speech, Language and Communication Impairments

Within your organisation you are very likely to be employing people who are neurodiverse but they may not come to you with a 'label'. Each person will have a unique set of strengths and challenges.

While some people need some support, there are real positive benefits for companies embracing neurodiversity.

Some people may lack confidence in disclosing because of bad past experiences.

This has been highlighted with organisations as diverse as GCHQ in Cheltenham and Yahoo in the US, seeking out the novel skills that people with ASD and Dyspraxia, for example, may bring.

> You don't need to be an expert in every condition.
>
> Knowing how to make reasonable adjustments can help attract, retain and maintain talent. But most people lack the confidence in asking **"How can I best support you?"**
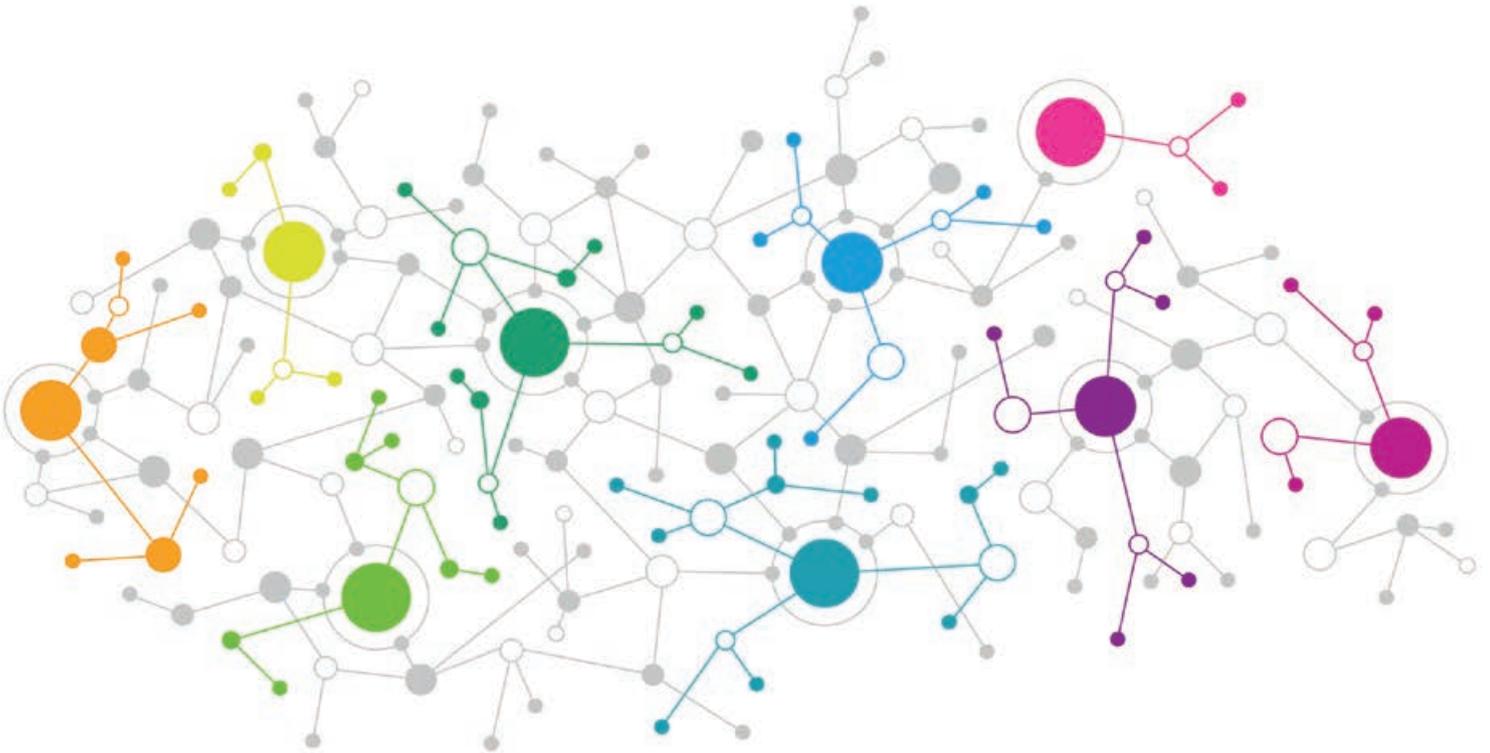>
> Do-IT tools and training can help your managers to ask the right questions and be armed with practical guidance for them and their employees.

Did you know...

1 in 8 of the population may be considered neurodiverse. But less than 50% know it.

What we offer

Helping your organisation be Neurodiversity Confident

- **Disability Confident support** - helping to make your organisation become Neurodiversity and Disability Confident at all stages from Committed to Leader status.
- **Workshops** - tailored specifically to your organisational context/sector delivered by experts in the field.
- **Webinars** - bringing training to line managers, diversity and inclusion, HR and Occupational. Health wherever they may be located.
- **Library of resources** - concise 'at desk' training to upskill and gain confidence for all.

Supporting your Employees

- **Neurodiversity Workplace Profiler** – web-based screening tools to support employees and their line managers.
- **Neurodiversity Workplace Assessors Profiler** - web based screening tools for Occupational Health, Disability Assessors to use with employees and provide one-to-one support.
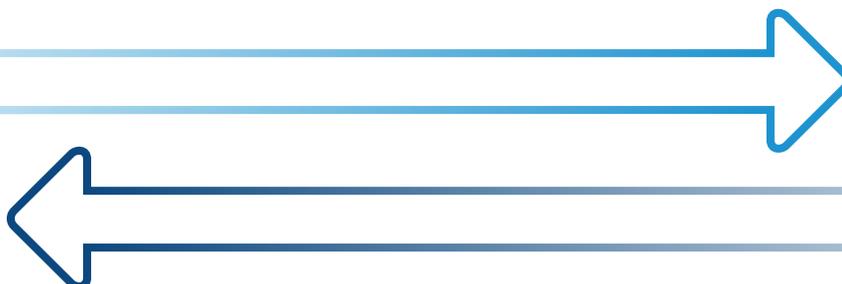
Live Webinars

Webinar options

1 **What does neurodiversity / divergence mean** - Why should companies understand and embrace it?

2 **Key facts for employers / line managers** - A carrot approach rather than a stick!

3 **How to start a conversation with an employee?** - Having the tools at your finger–tips.

4 **Stress in the workplace** - Looking at the whole person - tips to help.

5 **Making your company more accessible from advertisement to induction and beyond.**

6 **ADHD** - What are the strengths and challenges? - Making appropriate adjustments.

7 **Autism Spectrum Disorder / Autism Spectrum Condition** - What are the strengths and challenges - Making appropriate adjustments.

8 **Developmental Coordination Disorder / Dyspraxia?** What are the strengths and challenges? – Making appropriate adjustments.

9 **Dyscalculia** - What are the strengths and challenges? - Making appropriate adjustments.

10 **Dyslexia** - What are the strengths and challenges? - Making appropriate adjustments.

11 **Developmental Language Disorders** - What are the strengths and challenges? - Making appropriate adjustments.

12 **How to develop workplace champions?** - Success and limitations of the role.

Webinars make good business sense ★

- No time out of the office
- Reduces staff costs such as lost work time, travel and expenses
- Convenient way to learn 'on-the-go' either individually or in a small group
- Provides a means of delivering Continuing Professional Development across the organisation
- Interactive sessions allow questions to be asked relevant to your organisational context
- Can be delivered with a focus on your work sector
- Colleagues can learn together and explore how new ideas might be applied within the organisation
- High quality delivery by internationally recognised professionals who are experts in their fields without leaving the workplace
- Meet legal obligations under the Equality Act 2010

Who is this for? ★

- Line managers
- HR departments
- Occupational Health
- Diversity and Inclusion Managers
- Workplace Champions
- Disability Assessors

Webinars last: 35 - 40 minutes including question time.

All attendees can download a CPD certificate after the webinar.

Video and resource library
The Do-IT Library of 'At Desk Videos'

'Bite size' learning sessions

1. **What does neurodiversity / divergence mean** - Why should companies understand and embrace it?

2. **What are reasonable adjustments?** - Understanding the Equality Act 2010.

3. **How to start a conversation with an employee?** - Having the tools at your fingertips.

4. **Stress in the workplace** - Looking at the whole person - tips to help.

5. **Making your company accessible** - from advertisement to induction and beyond.

6. **10 useful assistive technology that can help** - What is freely available to all to try?

7. **ADHD - What are the challenges in the workplace?** Making appropriate adjustments for people with ADHD traits.

8. **Autism - What are the challenges in the workplace?** - Making appropriate adjustments for people with traits associated with Autism Spectrum Disorder/Autism Spectrum Condition.

9. **DCD/Dyspraxia - What are the challenges in the workplace?** - Making appropriate adjustments for people with traits associated with DCD/Dyspraxia.

10. **Developmental Language Disorders - What are the challenges in the workplace?** - Making appropriate adjustments for people with traits associated with Developmental Language Disorders.

11. **Dyscalculia - What are the challenges in the workplace?** Making appropriate adjustments with Dyscalculia?

12. **Dyslexia - What are the challenges in the workplace?** Making appropriate adjustments for people with traits associated Dyslexia.

Each video lasts about 10 minutes

Who is this for? ⭐

- Line managers
- HR departments
- Occupational Health
- Diversity and Inclusion Managers
- All employees

Why choose this? ⭐

- Quick and efficient way to learn
- Flexible and convenient approach
- Accessible for all staff
- Provides easy to implement practical strategies
- Cost effective means of raising awareness of neurodiversity across your organisation
- Helps to become Disability Confident

Additional resources are provided with each video including an easy read guide and audio recording to meet the needs of different learning styles.

Workshops
Neurodiversity Workshop

This training package provides a comprehensive day to develop your team's knowledge on neurodiversity.

One day or half day courses will cover the following:

- What is Neurodiversity? What do the terms all mean?
- What are the challenges and how to support someone in the workplace with:
  - Attention Deficit Hyperactivity Disorder (ADHD)
  - Autism Spectrum Disorder / Autism Spectrum Condition
  - Dyscalculia
  - Dyslexia
  - Dyspraxia/Developmental Coordination Disorder (DCD)
  - Developmental Language Disorders / Speech and Language Impairments
- Experiential exercises will allow participants to consider the impact on the person on having some challenges and show why 2-way communication is essential.
- Practical tools to make reasonable adjustments and making your organisation more accessible.
- Role as a line manager in interviews, induction and providing support.

Workshops may be customised to organisational needs where appropriate.

The training is delivered for up to 25 people. Comprehensive resources provided.
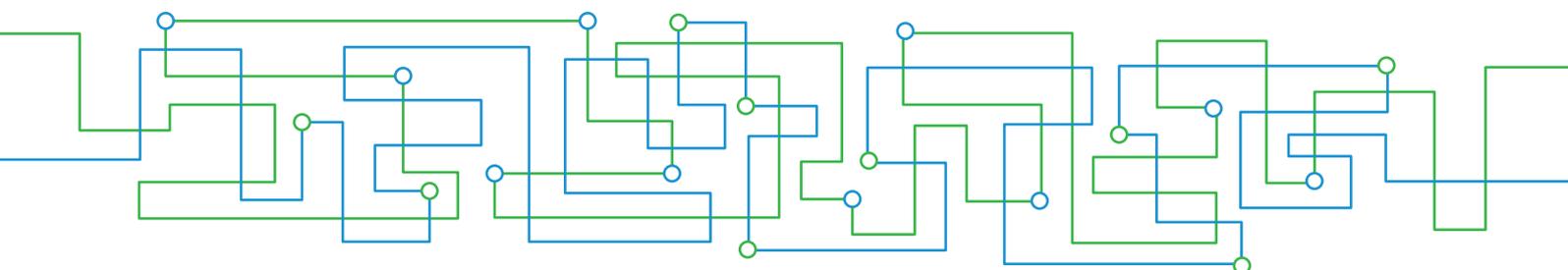
Who is this for?

- Line managers
- HR departments
- Occupational Health
- Diversity and Inclusion Managers
- Workplace Champions
- Disability Assessors

Why choose this?

- First class training by recognised experts in the field
- Ability to ask questions and understand the context in your organisation
- Interactive

Workshops
Neurodiversity, Stress and Wellbeing Workshop

With 1 in 4 staff having a mental health challenge at some time in their life, your employees may have stress for a number of reasons including combinations of work, home and personal factors. What is less well known is the common overlap between Neurodiversity and mental health challenges.

Feelings of anxiety can result from diverse sources at work, including making a presentation, meeting a deadline, coping with change, disclosing to others you are neurodiverse, organising work and even just asking for help.

Stress can manifest itself differently in different people and understanding 'your' presentation, triggers of stress and how to stay well is important for all employees.

Line managers also need to know how best to support staff.

Stress in the workplace has implications for employers for the following reasons:

- Affects work productivity
- Increases levels of absenteeism and, less obvious presenteeism
- Employee engagement decreases
- Increases turnover of staff leading to greater recruitment costs
- Affects the wellbeing of staff
- Needing to meet legal requirements to provide support

Who is this for? ⭐
- Line managers
- HR departments
- Occupational Health
- Diversity and Inclusion Managers
- Workplace Champions
- Disability Assessors

Training can help line managers to: ⭐
- Improve general wellbeing and productivity in their teams
- Understand how to start a conversation
- Know where to sign post for further guidance
- Have robust ideas to provide support
- Improve team working
- Reduce sickness absence

Did you know... ℹ
More than 12 million working days were lost due to work-related stress, depression or anxiety in 2016/17.

Supporting Employees
Neurodiversity Workplace Profiler

Workplace+
Profiler

Neurodiversity Workplace Profiler is a state of the art, online assessment package that helps to unlock the hidden talents in your employees and provide guidance for you and them.

Using the suite of tools, Neurodiversity Workplace Profiler not only identifies dyslexia traits, but also includes other learning difficulties that often overlap, such as dyspraxia (also known as DCD / Developmental Coordination Disorder), dyscalculia, in Autism Spectrum Disorder (ASD), (also known as Autism Spectrum Condition), ADHD and language and communication difficulties.

It has been developed over the past ten years by internationally-renowned experts. It helps maximise the skills of your employees and has been specially designed for the employment context.

Neurodiversity Workplace Profiler provides your employees with a comprehensive personalised report, with links to online resources and suggestions for the workplace to help them in the workplace.

Completing **Neurodiversity Workplace Profiler** provides personalised guidance, and extensive resources for the employee and for the organisation on how to make reasonable adjustments.

Who is this for? ⭐
Any organisation who wants to efficiently and cost effectively know how best to support an employee who may be neurodiverse, or who knows they are neurodiverse.

Benefits ⭐
- At desk screening
- Reduce cost of assessment
- Instant results and guidance
- Practical tools for employees
- Assist line mangers to make reasonable adjustments
- Help to attract talent
- Harness and maintain talent in your organisation
- Improve wellbeing

Did you know... ℹ
Do-IT's Neurodiversity Profilers has been used by more than 50,000 people in the UK and growing daily!

Supporting Employees
Neurodiversity Workplace Assessors Profiler

Neurodiversity Workplace Assessors Profiler is a state of the art, online programme that helps you to work with employees to unlock their hidden talents in their workplace, and provide targeted support where they are having any challenges. **Neurodiversity Workplace Assessors Profiler** has been developed over the past ten years by internationally-renowned experts. It aims to help the assessor deliver targeted and meaningful assessments, delivering consistency in reporting and has been specially designed for the employment context.

Using the suite of tools, **Neurodiversity Workplace Assessors Profiler** not only identifies dyslexia traits, but also includes other traits that often overlap, such as those related to dyspraxia (also known as DCD/Developmental Coordination Disorder), dyscalculia, Autism Spectrum Disorder (ASD), (also known as Autism Spectrum Condition), ADHD and language and communication difficulties.

Neurodiversity Workplace Assessors Profiler provides a comprehensive personalised report, with links to online resources and suggestions and tools to help the assessor, gather information not only from the employee, but also from the employer, to create informed guidance.

Who is this for? ⭐
The Assessors Profiler is aimed at being used by appropriately qualified and experienced assessors, occupational health services and those with a knowledge of dyslexia and other related Neurodiverse conditions.

This can include those with AMBDA and/or Workplace assessor qualifications.

Neurodiversity Workplace Assessor Profiler ⭐

- An extension of Neurodiversity Workplace Profiler.
- Includes a management dashboard
- Contains additional modules for the assessor to use (if required), including in-depth screening tools for Developmental Coordination Disorder(DCD) (Dyspraxia) and ADHD, Autism Spectrum Condition - ASC, health and wellbeing tools, and additional literacy assessments.
- Assessor module for report writing.
- Additional line manager guidance.
- Speeds up the writing of the assessor report.
- Enables the development of a shared agreement for action, especially useful if working with employees on the Autism Spectrum where clarity of clearly defined roles and responsibilities helps.
- The report can be used to aid support for Access to Work.
- Can be used to ensure Assessors time is maximised for guidance.

Becoming Disability Confident

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Disability Confident is a government scheme that supports employers to recruit and retain people who have disabilities or are neurodiverse.

The Do-IT **Disability Confident Support Package** provides consultancy, and an assessment to support your organisation in achieving **Disability Confident Leader status.**

The scheme has 3 levels:

- **Level 1** - Disability Confident Committed (self certification)
- **Level 2** - Disability Confident Employer
- **Level 3** - Disability Confident Leader

Each level must be completed before progressing to the next.

Why not book a free 15 minute tele-consultation to see how we can help.

Benefits to your organisation ★

- Your organisation will attract and retain neurodiverse talent.
- Your managers will have the confidence to support people in the workplace who are neurodiverse and may have stress for different reasons and at different times.
- Gain a greater understanding of how to make anticipatory adjustments from adverts to induction and beyond.
- Know how to provide personalised practical and reasonable adjustments.
- See how mental health and wellbeing and neurodiversity need to be considered together in terms of service design and support.

Following the initial consultation, we can provide your organisation with either: ★

Level 2: Disability Confident | Employer package

- Online, baseline audit.
- Support to guide your organisation through the processes and self-assessment documentation to make this process easier, including a free guide to developing Workplace Champions.
- Up to 2 hours online consultations with experts in Disability in the Workplace with a nominated person within your organisation, e.g. HR Manager/Diversity and Inclusion officer.

Level 3: Disability Confident Leader package

For those organisations that have become Disability Confident Employers. Validation of the self-assessment to become a Disability Confident Leader.

- Up to 4 hours of online/telephone consultation time per organisation plus a report on status and actions.
- Review of documentation and processes.
- Certification if the criteria has been met.

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Testimonials
What people say about us?

Post Office Diversity & Inclusion Event, 2018

Do-IT staff ran a session on Neurodiversity at our most recent Diversity and Inclusion event to over 80 of our colleagues from right across the business. The session was absolutely fantastic so informative and engaging. In less than two hours, it really brought this topic to life for everyone in the room (a topic many of us admittedly, knew little about beforehand) through the approach which incorporated experiential learning, humour, personal anecdotes and an obvious expert knowledge on the subject of Neurodiversity. The trainers style, presence and wit kept the group totally engaged throughout the session, which allowed us to absorb quite a lot of information with ease.

The trainer's insights are particularly relevant to us right now as we work on building an inclusive culture at Post Office – one where every colleague can bring their whole self to work and know that their unique contribution is valued. There are a number of practical things we will take away from the session that will help us shape this kind of environment to support neurodiverse colleagues, and to help educate the wider business on the subject.

Lauren Gallagher,
Diversity & Inclusion Manager,
Post Office

Disability Rights UK would like to thank Do-IT for delivering the webinar Neurodiversity: Top Tips for Maximising Skills in Employment on May 11th 2018. Participants said that this was an excellent webinar with clear, helpful and practical information and that the webinar has increased their understanding about neurodiversity and reasonable adjustments in the workplace. They also felt more confident to talk about adjustments with their employer or employee and to look online for further resources and material about the topics discussed.

Rabia Lemahieu
Disability and Skills Manager,
Disability Rights UK

Having used the Do-IT Profiler Neurodiversity Workplace Assessors' Profiler with individuals in a cross section of workplace settings for the past 18 months I would definitely recommend it to those qualified to undertake workplace needs assessments.

The multi-modular nature of the Do-IT Neurodiversity Workplace Assessors Profiler means you can select the most appropriate and useful elements to provide a more bespoke screening experience for each individual. Also, the integrated well-being element provides an invaluable insight prior to the implementation of any 'reasonable adjustments' and this can then be reviewed after a programme of support has been provided.

In my experience Do-IT Profiler Neurodiversity Workplace Assessors Profiler has a use beyond the initial screening stage. Whilst the Workplace Needs Assessor will examine the challenges related to the individual's job role and work environment the various components within the Neurodiversity add to the information being gathered and assists with making recommendations for adjustments tailored to the needs of the individual.

Janette Beetham MIC FRSA
Director Right Resources Limited,
Senior Associate – British Dyslexia Association
Founder Dyslexia Champions™
training & accreditation programme

At the core of delivering a person centred support service is an effective assessment of the individual's needs. Do-IT-Profiler has been the basis for establishing the strengths and challenges for each individual and developing an appropriate action plan. The participant is further empowered by access to resources based on their identified needs. An invaluable tool."

Derek Groves
Employment Futures,
North East Autism Society
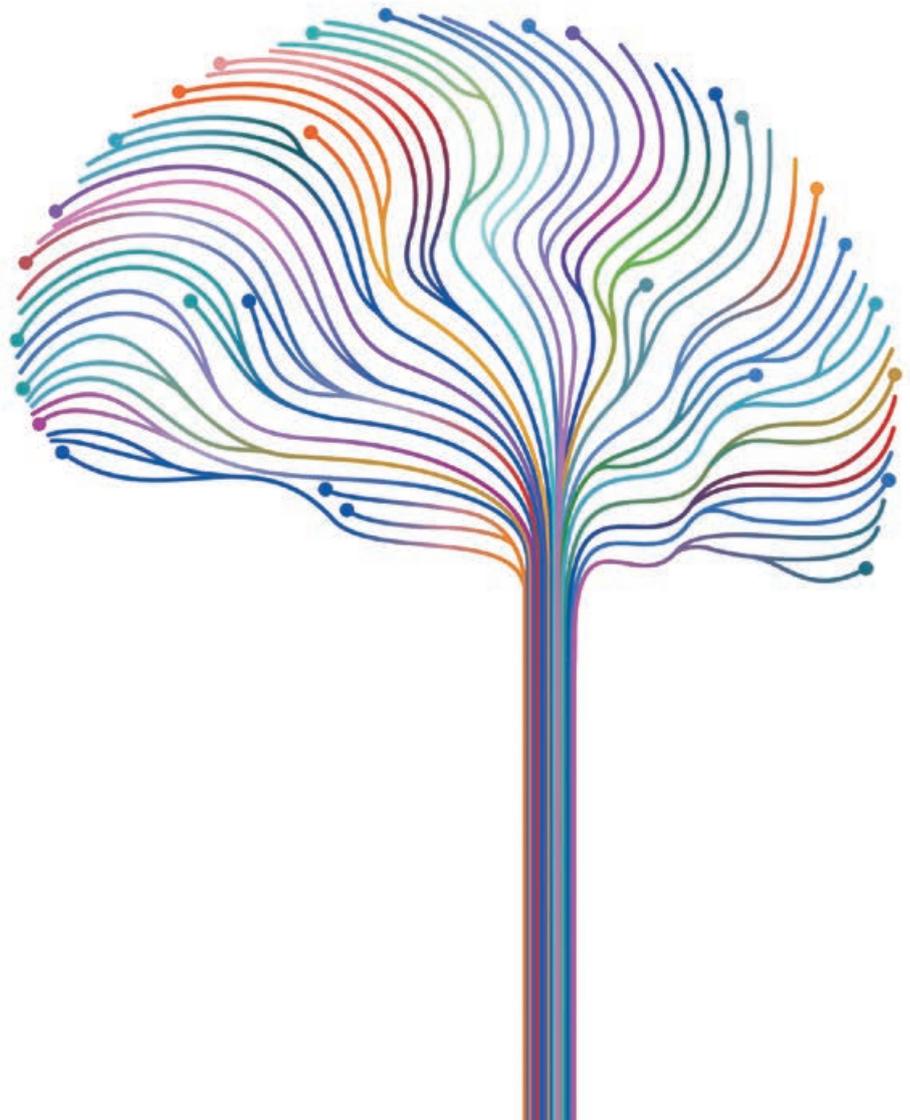
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Do-IT Solutions Ltd

Ocean Park House,
East Tyndall St,
Cardiff CF24 5ET

Tel: 020 33 22 55 36
E-mail: info@doitprofiler.com

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