

PROBLEM SOLVING TOGETHER

REASONABLE ACCOMMODATIONS PLANNING TEMPLATE

Employee concerns	Impact at work	Possible solutions	Action agreed	Review
<i>What mental health concerns is the employee experiencing?</i>	<i>How are these concerns affecting them at work?</i>	<i>What could help to make the situation better/easier?</i>	<i>Out of the possible solutions, which one works best for employee and employer?</i>	<i>When will you both review the actions that have been put in place?</i>

Next check-in date _____