

Some “Strategies” for Addressing Some Executive Functioning Deficits

[\[Job Accommodation Network\]](#)

A Caveat:

A lot of these ACCOMMODATION STRATEGIES assume a TRADITIONAL HIERARCHICAL EMPLOYMENT RELATIONSHIP. We are not sure it has worked to place the FINANCIAL BURDEN for the ACCOMMODATIONS on the EMPLOYER.

Additionally, it is rarely the person with a neuro-difference versus everyone else who is perfectly emotionally balanced and competent.

The DYNAMICS cannot only be COMPLICATED, they often are COMPLICATED, and Supervisors can and do have their own issues.

The Employee may have STRENGTHS that are at a level considerably higher than their supervisors, BUT they also have WEAKNESSES that are more significant than those same weaknesses in the SUPERVISOR.

Compensation for/ or accommodating weaknesses without EMPOWERING STRENGTHS may not work, especially with Cognitive Difference.

<ul style="list-style-type: none">• Strategies<ul style="list-style-type: none">○ Checklists	<p>Life Sherpa</p> <p>Advancing Neurodiversity in the Workplace The Life Sherpa assistive technology platform helps organizations manage and retain neurodiverse talent.</p>
<ul style="list-style-type: none">○ Color Coded System	<p>Using colored tabs, folders, sticky notes, and paper clips to organize files or other paperwork may be helpful. Different colors can be used to represent different types of documents, making it easier for an individual to find what he or she is looking for. Also, different colored tabs or markers could be used to denote the urgency of certain events on a wall calendar.</p>

<p>○ Job Restructuring</p> <p>ORCHID NOTE: This is a big SEMANTIC BOG.</p>	<p>Job restructuring is a form of reasonable accommodation which enables many qualified individuals with disabilities to perform jobs effectively. Job restructuring as a reasonable accommodation may involve reallocating or redistributing the marginal functions of a job.</p> <p>However, an employer is not required to reallocate essential functions of a job as a reasonable accommodation.</p> <p>Essential functions, by definition, are those that a qualified individual must perform, with or without an accommodation. An employer may exchange marginal functions of a job that cannot be performed by a person with a disability for marginal job functions performed by one or more other employees.</p> <p>Although an employer is not required to reallocate essential job functions, it may be a reasonable accommodation to modify the essential functions of a job by changing when or how they are done.</p>
<p>○ Marginal Functions</p> <p>ORCHID NOTE: This kind of wishy-washiness drives Divergent Thinkers crazy because there is no limit to the number of ways one could semantically characterize a task – and the lawyer for the employer is going to know that.</p> <p>For real problem-solving, It is a lot about REASONABLENESS and CREATIVITY, specifically CREATIVITY in addressing costs.</p>	<p>The modification and/or removal of marginal functions from a position is an example of a reasonable accommodation. Essential functions are those job duties that an employee must be able to perform, with or without reasonable accommodation.</p> <p>From The ADA: Your Responsibilities as an Employer by the U.S. Equal Employment Opportunity Commission -</p> <p>Factors to consider in determining if a function is essential include:</p> <ul style="list-style-type: none"> • whether the reason the position exists is to perform that function, • the number of other employees available to perform the function or among whom the performance of the function can be distributed, and • the degree of expertise or skill required to perform the function.

For example, can some administrative duties be performed more cost effectively through virtual administrative assistants, etc.

Are there other possibilities?

Sometimes what is going on is the DYNAMIC of an employee with DIVERGENT THINKING, and an employer with RIGID THINKING and associated strengths and weaknesses.

The employer sees the weaknesses of the employee in high relief, and the employee sees the weaknesses of the employer in high relief.

INTEGRATING the STRENGTHS of BOTH or ALL, while compensating for weaknesses sounds good, but it is hard to do in HIERARCHICAL SYSTEMS.

It may make more sense to provide some people ENTREPRENEURIAL SUPPORT and in Collaboration with the US Small Business Administration and other entities.

Further, if there was a central purchaser of "ADMINISTRATIVE SUPPORT" that a number of people with cognitive disabilities may need --- that could drive down costs.

That could be true for other ACCOMMODATIONS as well.

Getting Health Insurance through one's employer has a lot of built in problems and that

Your judgment as to which functions are essential, and a written job description prepared before advertising or interviewing for a job will be considered by EEOC as evidence of essential functions. Other kinds of evidence that EEOC will consider include:

- the actual work experience of present or past employees in the job,
- the time spent performing a function,
- the consequences of not requiring that an employee perform a function, and
- the terms of a collective bargaining agreement.

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<p>is true when it comes to ACCOMMODATIONS in Employment as well.</p>	
<ul style="list-style-type: none"> ○ Recorded Directives, Messages, Materials 	<p>Some individuals benefit from having directions and other instructions provided in writing. Example of this would include communicating through email when possible, providing transcripts of meetings, using agendas for trainings, and having checklists for tasks that need completed.</p> <p><u>Cognitive Harmonics Inc.</u></p> <p><u>Livescribe, Inc.</u></p> <ul style="list-style-type: none"> • Livescribe 3 Smartpen <p><u>MaxiAids</u></p> <ul style="list-style-type: none"> • Post-Your-Voice Portable Digital Memo Recorder <p><u>Native Union</u></p> <ul style="list-style-type: none"> • "Play" video-memo pad <p><u>Sony Corporation of America</u></p> <p><u>Voice Recorders Direct</u></p>
<ul style="list-style-type: none"> ○ Written Instructions 	<p>Some individuals benefit from having directions and other instructions provided in writing. Example of this would include communicating through email when possible, providing transcripts</p>

	<p>of meetings, using agendas for trainings, and having checklists for tasks that need completed.</p> <p>Life Sherpa</p>