

## Reasonable adjustments and Autism: Meetings/Reviews/Ward Rounds

- ✚ Reasonable adjustments mean **making changes** to services so that they are easier for autistic people and people with learning disabilities to use. (Equality Act (2010) , Autism Act (2009) Health and Social Care Act (2012))
- ✚ **The law** says that services must make '**reasonable adjustments**' for people with **learning disabilities** and **autistic** people.
- ✚ This means that services **MUST** support and meet the needs of people who have additional needs.

### CPAs/Reviews/Ward rounds

- Establish how many people the individual would like to be present during these meetings e.g. non-essential professionals to leave when individual wants to join.
- To establish who will be at the meeting, and what their role is. The individual may find it difficult to meet with more than one person, or when given no notice of e.g. a student.
- When introducing new professionals or staff this should be done through an introductory one-page profile sent before the new person is introduced face to face. This should be shared through their preferred method of communication e.g. email or post photo e.g. glasses on/off, hair up/down
- To agree with individual how much advance notice they require to attend a meeting / appointment.
- Individual to be given an agenda of what the meeting will entail, to be provided with questions you are likely going to ask in advance, this will give them time to prepare. individual to be asked how soon in advance they would like the agenda.
- Send a picture of yourself normally and with PPE on ahead of time, if this is the first time you are meeting, or is helpful for the person for this to be repeated each time.
- Inform them what room it will be in. Notify in advance if there will be some people attending on teams through a large screen etc
- To agree seating arrangements before the meeting e.g. where would they like to sit, and where will professionals sit.
- Ensuring that the agenda is followed and the meeting does not overrun.
- Discuss with the individual an 'exit strategy' in case they would like to leave the meeting early

- If helpful to the individual, they should be sent a follow up of what was discussed and the outcomes, via their preferred method of communication.