let's talk about mental health
Lamp
BUSINESS CLUB

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Mental Health in your Workplace: Topics and Issues

ADHD

What is ADHD?

Attention deficit hyperactivity disorder (ADHD) is a condition that affects people's behaviour. Did you know that approximately 2.6 million in the UK have ADHD? This includes those that are still awaiting a formal diagnosis. People with ADHD can seem restless, may have trouble concentrating and may act on impulse.

Adults with ADHD may find they have problems with:

- Organisation and time management
- Following instructions
- Focusing on, prioritising and completing tasks
- Coping with stress
- Feeling restless or impatient
- Impulsiveness and risk taking
- Some adults may also have issues with relationships or social interaction.

What can you do to help an employee with ADHD?

The number one way in which employers can support employees with ADHD is to find out about the condition and show understanding and a reasonable degree of flexibility. This may include:

- Agreeing a 15 minute start and finish time window, rather than a rigid fixed start time with sanctions for being slightly late
- Allowing the employee to delegate non-core aspects of the job which they find particularly difficult to complete, such as completing paperwork / timesheets – which otherwise might make the whole job unachievable.

Reasonable adjustments which employers might make to help people with ADHD include:

- Visual prompts – e.g. wall charts for routines, checklists, post-it notes for reminders
- Physical reminders – e.g. laying out everything needed for tomorrow at the end of today, labelled 'homes' for storing tools
- Larger computer screens so everything is visible (reduces burden on memory)
- Visible clocks, allowing / encouraging use of alarms and timers
- Allowing the use of headphones to reduce distractions
- Allowing the employee their own workspace with a reduced level of distractions
- Offering increased supervision / frequent check-ins and feedback
- Tasks broken down into clear, bite size steps
- Give instructions and meeting notes in writing rather than verbally
- Operate a buddy system for tasks to help maintain focus
- Allow regular movement / stretching breaks:
- Allowing useful technology agreed with the employee
- Confidentiality and trusted support with open and honest conversations

Sources and Further Reading

Attention deficit hyperactivity disorder (ADHD) - NHS (www.nhs.uk)

An Employer's Guide to ADHD in the Workplace - Scottish ADHD Coalition (adhdfoundation.org.uk)

https://www.texthelp.com/resources/blog/12-tips-for-supporting-colleagues-with-adhd/

What is ADHD - About ADHD (adhduk.co.uk)

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