



## Frimley ICS Reasonable Adjustments Request Form

We know that some autistic people and people who have a learning disability can find it hard to use health services.

There is a legal obligation on health services to make changes so that everyone can access and benefit from the relevant services, where these changes can be accommodated.

### **These changes are known as Reasonable Adjustments.**

A reasonable adjustment may just be a small change that makes things easier for you to attend your medical appointments.

We need you to tell us what changes we can make to make our services more accessible for you. We will then put a note on your health record saying what changes you need.

We call this note a reasonable adjustments flag. This flag will tell all NHS staff, like your doctor's surgery and the hospital, what changes you need.

We need you to say if you want to have this flag on your health record. By choosing yes you are giving us your agreement to put the flag on your record.

If you **do not** want a reasonable adjustments flag added to your records, you do not need to complete the rest of this form.

When we record what support you need, we can also record and say why you need these changes. You might be autistic, have a learning disability, epilepsy or another physical disability.

We do not have to record this we can still add the flag without this information.

If the person this form relates to lacks capacity to answer these questions, please speak to someone who knows them well to agree what is in their best interest.

### **Reasonable adjustments and changes**

We have included a list of commonly requested reasonable adjustments on this form. Please put a tick in the box of the changes you need to make it easier to use our services.

If you would like to request any other reasonable adjustments, there is a section below this table for you to add these.

We will do our best to make these changes for you, but we may not be able to implement all your requests.

Please give this to your GP surgery so that it can be added to your notes. You can return a printed form by hand or post, or you can return the digital version via email.

Name:

DOB:

NHS number:

**Please tick the appropriate box below:**

- Yes, I want you to add a reasonable adjustments flag to my records
- No, I do not want you to add a reasonable adjustments flag to my records

Would you like your disability also added to the flag?

- Yes  No

This has been discussed with (please specify) ....., and adding the reasonable adjustment and disability flags was agreed to be:

- In their best interests  Not in their best interests

I need a longer appointment time.	<input type="checkbox"/>
I need my appointment at a quieter time of the day.	<input type="checkbox"/>
I need a quieter place to wait.	<input type="checkbox"/>
I find waiting difficult and need to be seen quickly.	<input type="checkbox"/>
I need help to check in for my appointment.	<input type="checkbox"/>
I need help like a ramp and wide doors to get into buildings.	<input type="checkbox"/>
I need my appointment downstairs on the ground floor.	<input type="checkbox"/>
I will need a hoist for any physical examinations.	<input type="checkbox"/>
I need information written in easy read.	<input type="checkbox"/>
I need information written in large print.	<input type="checkbox"/>
I need information in another language. Please specify .....	
I need a phone call to remind me about my appointment.	<input type="checkbox"/>
I need a text message to remind me about my appointment.	<input type="checkbox"/>
I need a carer or family member to support me.	<input type="checkbox"/>
I prefer to see a male member of staff if possible.	<input type="checkbox"/>
I prefer to see a female member of staff if possible.	<input type="checkbox"/>
Before my treatment I would like to be shown any equipment that you may use.	<input type="checkbox"/>
I need time to ask questions.	<input type="checkbox"/>
I need a summary of my appointment written in a way that I can understand.	<input type="checkbox"/>

Please tell us about any other changes you might need, that are not listed above:

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Thank you for filling out this form.