Disclosing a Disability = sharing information about one’s disability for the purpose of receiving accommodations when starting a new job

Disclosing is a Personal Decision

• Disclosure is not required, rather it is your personal choice whether or not you share information regarding your disability with an employer

Your Rights as a Job Seeker

• The Americans with Disabilities Act (ADA) prohibits job discrimination against people with disabilities
• Under ADA, employers are required to provide reasonable accommodation to qualified employees and applicants with disabilities
• Accommodations are typically needed when there is a workplace barrier that is preventing you from competing for a job, performing a job, or gaining equal access to a benefit of employment

Making the Decision to Disclose

• Disclosure is typically not necessary if you can navigate the hiring process and perform the essential functions of the job without accommodations
• You will want to consider disclosing if you’ll need to receive accommodations and other protections under the Americans with Disabilities Act
• Exploring your feelings about sharing your disability with others and researching employers’ history with disability services can also help you make your decision

Considerations to Help You Disclose

• When - it’s generally recommended that you disclose before an accommodation is needed during the interview process or later in the workplace
• Who - A Human Resources representative, recruiter, or potential supervisor are typically the only individuals who need to be involved
• How - Prepare and rehearse a disclosure script that includes a description of your disability, an emphasis on your job-related skills, your functional limitations, and suggestions for accommodations

More information can be found within the Comprehensive Guide to Disability Disclosure, and the Office of Career Management can provide additional support through Handshake appointments