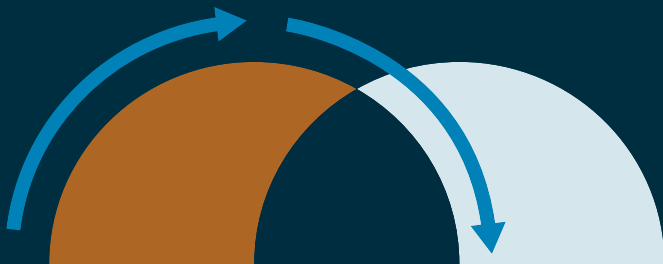




National  
Organization on  
Disability

Advancing the Quality of  
Life for All Americans

# Integrating Disability Inclusion into the Employee Lifecycle



Disability inclusion drives business success by unlocking a loyal, talented workforce, enhancing psychological safety for smarter risk-taking, and fostering innovation. To harness these benefits, companies must embed disability inclusion at every stage of the employee lifecycle.

## 3 Tips for Recruiting

Train recruiters in unconscious bias and appropriate disability awareness. If your company uses an AI resume screener, ensure the algorithm has no inherent bias that excludes people with disabilities.

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Ask the candidate if they require any accommodations to make the interview process smooth.

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When possible, provide an advance copy of questions if asked. Neurodivergent candidates may have difficulty responding on the spot but with time for reflection can provide an enormously valuable perspective to your team.

## 3 Tips for Onboarding

Make sure that all human resource materials are available in multiple formats so that the information is available however anyone needs it.

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Conduct an informal check-in/review at 45 days to share how the employee is doing and listen for their needs. This is another opportunity to encourage self-identification.

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Make all newly-hired managers aware of any existing team member accommodations. Ensure that new supervisors understand the accommodations process and know who to reach out to with questions.

## 3 Tips for Retention and Advancement

Ensure all development opportunities—mentorship, training, conferences, and projects—are based on skills, not assumptions. Expect employees with disabilities to take on challenges like any other employee.

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Encourage senior leaders to share their disability experiences—personal or through loved ones—to help others see themselves in leadership and build confidence.

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Avoid “inspiration porn”—over-celebrating everyday actions just because a person has a disability—and steer clear of ableism, such as speaking to a third party instead of directly addressing a disabled person.



# National Organization on Disability

*Unlocking human potential.  
Enhancing business performance.*