

Tips for Requesting IBD Work Accommodations

1. Prepare in advance for your request

- You can request accommodations in a conversation, but it is recommended you put it in writing.
- Reach out to your HR department for specific guidelines.

2. Gather medical paperwork

- Request medical documentation to demonstrate your need.
- Documentation may include: a letter from your doctor, exam notes, test results, appointment confirmations, etc.

3. Be prepared to answer your employer's questions

- They **CAN** ask for medical information related to the requested accommodation.
- They **CANNOT** ask for medical information outside of the requested accommodation.

Examples of Reasonable Accommodations

- Moving a workspace closer to a bathroom
- Changing or having flexible work hours to accommodate healthcare appointments, procedures, or symptoms
- Additional rests or breaks to help with fatigue or symptoms
- Working from home when not feeling well
- Unpaid or paid leave for hospitalizations or procedures

Examples of Unreasonable Accommodations

- Anything that is extremely costly to the employer
- Anything that requires major changes to the employer's physical environment
- Asking to work from home when your attendance in person is essential for the job (ex: A waiter or waitress at a restaurant must be present to do the job)