

ADHD @ Workplace workshop notes

ADHD is a Neurodevelopmental Disorder

ADHD is a disorder of brain structure and function, particular the prefrontal cortex (PFC), the area responsible for executive functioning

The Impact of ADHD on Workplace Performance

Adults with ADHD are more likely to have problems with:

- Job performance
- Independent work
- Relationship with supervisors and colleagues
- Job interviews
- Resilience and endurance at work

Common ADHD symptoms in adults

- Overlooks or misses details, work is inaccurate
- Loses focus during conversations or readings
- Mind seems elsewhere
- Fails to finish duties at work, is easily sidetracked
- Forgets to return calls, pay bills, keep appointments
- Work is disorganized
- Poor time management
- Loses everyday items
- Unable to sit still
- Talks excessively

Comorbidities in Adults

- Many adults with ADHD suffer from a comorbid mental health condition
- ADHD assessment should always include a general mental health screening to consider comorbidities and differential diagnoses

Top 5 Potential Benefits of ADHD for Employees

1. Creativity
2. Good in crises
3. Quick starters
4. Intuitive and detailed-oriented
5. Hyper-focus, quality, and timeliness

Tips for management

1. Be a good listener
2. Hold your judgment
3. Keep him/her engaged
4. Study disability discrimination ordinance

Workplace accommodations

1. Flexible scheduling with deadline
2. Frequent breaks
3. Reward systems
4. Office configurations
5. Closer supervision / coaching

6 Tips for Working With Someone With ADHD

1. Keep explanations concise, to-the-point
2. If you are feeling ignored, speak up
3. If something is time-sensitive, give a deadline
4. Don't micromanage
5. Don't make ADHD symptoms about characters
6. Reminder, reminder, reminder.....

6 Tips for ADHDer employee

1. Voice out your need and problem
2. Use tools like timers or Apps
3. Use Visual Reminders
4. Connect With Positive Coworkers
5. Calming Techniques like meditation
6. Find professionals to help to manage your ADHD

How companies can support neurodiversity

Revisit the hiring process

- Cast a wider net
- Evaluate screening criteria and process
- Reinvent the interview
- Expand the roles available

Create a conducive work environment

- Respect individual differences
- Provide a mentor (and a buddy)
- Create a culture that offers, encourages, and accepts both flexibility and inflexibility

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