



# AIM: Accommodation & Inclusion Management

## AIM Assessment Types

### Ergonomics Consultation (EC)

- Client submits intake information and workstation photos (according to specific photo instructions)
- Subject matter expert (i.e., Ergonomist, AIM Specialist) reviews photo submissions and meets virtually with the individual to discuss workspace adjustments (approximately 1-hour meeting)
- Objective: Client to receive a list of recommendations (items, adjustments, etc.) to improve the setup of their individual workstation
- Ergonomics Consultation (EC) vs. Workplace Accommodation Assessment (WAA)
  - EC provides a list of recommendations solely for the current workspace, whereas the WAA provides a more elaborate assessment report
  - EC identifies ergonomic supports, whereas the WAA reports on all workplace barriers (i.e., if additional physical, non-physical, or mental health barriers are identified). *Note:* a WAA may be recommended after an EC if further needs are identified
  - EC engages with the individual, whereas a WAA typically engages with both the employee and employer (if applicable)

### Occupational Skills Assessment (OSA)

- Can be completed remotely or face-to-face with a subject matter expert (for example, Occupational Therapist)
- Objectives:
  - Identify any concerns the client may have in obtaining and performing work
  - Examine daily living activities that impact a clients' occupational performance
  - Explore the client's self-perceptions concerning their disability and personal strengths
  - Determine strategies the client could use to improve their functionality in the workplace
  - Identify recommendations to assist the client in securing employment
  - Identify key considerations regarding technology and/or accommodations in the workplace, given the client's conditions

## Occupational Skills Assessment Plus (OSA+)

- All aspects of the OSA+ are the same as the OSA, with the additional objective of providing suggestions of possible vocational direction
- Report will include details regarding the client's areas of interest, skillsets, and possible specific examples of areas of employment and jobs that might be suitable for them
- Some ways in which 'vocational direction' can be provided include:
  - Brief Career Aptitude Screening/Analysis
    - Can include online career aptitude tests to assess interests and skills as they relate to the vocational context, and the assessor can review the results and outline their views on the suitability of such results
  - Providing resources/links/examples of possible areas of work or sample job descriptions that would be suitable for the client

## Workplace Accommodation Assessment (WAA)

- Subject matter expert (for example, Occupational Therapist) meets with both the employee and manager at the location of employment, or virtually
- Objective: Identify workplace accommodations (i.e., tools, equipment, strategies) for outlined job tasks and barriers faced by the employee that will allow them to work most optimally
- The employer may be engaged in the assessment process to facilitate access to the worksite and meet with the subject matter expert
- Accommodation recommendations are tailored to the job tasks and work environment

## Functional Capacity Evaluation (FCE) / Functional Abilities Assessment (FAA)

- Assessment must be conducted in-person
- Standardized approach and process to globally assess safe physical and functional tolerances for the client
- Based on clinical pathology, and not necessarily specific to a job
- Generally conducted by a Kinesiologist, Occupational Therapist, or Physiotherapist