

### **Mobility impairment**

Includes such difficulty in day to day activities as: getting around unaided or using a normal means of transport; leaving home with or without assistance; walking a short distance; climbing stairs; travelling in a car or completing a journey on public transport; sitting, standing, bending, or reaching; or getting around in an unfamiliar place.

### **Physical co-ordination difficulties**

Includes, for example, problems of manual dexterity and muscular control e.g. incontinence, epilepsy.

### **Reduced physical capacity**

Includes inability to lift, carry or otherwise move everyday objects, debilitating pain and lack of strength, breath, energy or stamina, such as might arise, for example, from asthma, angina or diabetes.

### **Learning difficulties**

Includes persistent inability to remember, inability to concentrate, learn or understand or the mental inability to perceive the risk of physical danger.

### **Mental illness**

Includes a wide range of impairments relating to mental functioning, including learning disabilities. A mental impairment could be a life-long condition such as Down's syndrome or dyslexia (but depending on how severe the dyslexia is). A mental impairment could also be a mental illness, for example depression, schizophrenia, bi-polar disorder and post-traumatic stress disorder.

### **Unknown disability**

Where a person has declared himself or herself to be disabled but the nature of the disability has not yet been established.

### **Severe disfigurement**

People with severe disfigurements are covered by the DDA and do not need to prove any effect on their day-to-day activities. Not all disfigurements will be considered 'severe'. Scars, birthmarks, limb or postural deformation or skin disease could be severe disfigurements. Whether or not they are 'severe' may depend partly on where they are on your body, for example a birthmark on your back may not be a severe disfigurement, whereas a similar mark on your face might be considered severe. Tattoos and decorative body piercing are excluded from the definition of severe disfigurement.

### **Charnwood Neighbourhood Housing Limited – Disability Monitoring**

The Disability Discrimination Act 1995 defines disability as:

“A physical or mental impairment which has a substantial and long term adverse effect on the ability to carry out normal day to day activities”

Do you consider yourself to be disabled within the above definition?

Yes  No

If you have answered yes, we would be grateful if you would complete the attached questionnaire seeking information on your disability. This sheet will hopefully answer any questions you may have about the questionnaire and why we have asked you to complete it. Please return the completed questionnaire with your application form or CV.

The information will be treated with a high degree of confidentiality and the questionnaire will not be available to members of staff who will be conducting the short listing of application forms and carrying out interviews.

We need to know about any disabilities you may have in order to ensure that we make proper provision for you at all stages of the recruitment process. It is essential for us to do this to comply with the provisions of the Disability Discrimination Act 1995. The Act makes it unlawful for an employer to discriminate against a disabled person in recruitment matters. Without information about disabled applicants and their needs, we would not be fully armed with the facts needed in order to provide the best help for those who require special equipment or other facilities.

Please turn over to complete the questionnaire and return this with your completed application form.

**Disability Monitoring Questionnaire**

**Name:** \_\_\_\_\_

Please look at the descriptions below together with the notes on the attached sheet to help you. Tick as many boxes as appropriate if you have more than one disability.

- |  |  |
|--|--|
| <input type="checkbox"/> Hearing impairment                  | <input type="checkbox"/> Reduced physical capacity |
| <input type="checkbox"/> Visual impairment                   | <input type="checkbox"/> Severe disfigurement      |
| <input type="checkbox"/> Speech impairment                   | <input type="checkbox"/> Learning difficulties     |
| <input type="checkbox"/> Mobility impairment                 | <input type="checkbox"/> Mental illness            |
| <input type="checkbox"/> Physical co-ordination difficulties | <input type="checkbox"/> Unknown disability        |

You are asked to indicate whether you would need any of the following arrangements to be made if you were invited for interview.

- |  |   |
|--|---|
| <input type="checkbox"/> Interview information on audio tape format                          | <input type="checkbox"/> Interview information in large print |
| <input type="checkbox"/> Sign language interpretation or other assistance with communication | <input type="checkbox"/> Induction loop in interview room     |
| <input type="checkbox"/> Wheelchair accessible location for interview                        | <input type="checkbox"/> Car parking space for interview      |

If there are any other facilities you would like to be made available on the day, please specify:

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Please give below details of any adjustments which may need to be made in order for you to be able to carry out the duties of the job if appointed.

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**Note on definitions of disability within the meaning of the Disability Discrimination Act 1995**

The word disability includes any physical or mental impairment which has a substantial and long term adverse effect on someone’s ability to carry out normal day to day activities.

- Substantial means neither minor nor trivial
- Long term means that the effect of the impairment has lasted or is likely to last for at least 12 months (there are special rules covering recurring or fluctuating conditions)
- Normal day to day activities include everyday things like eating, washing, walking and going shopping
- A normal day to day activity must affect on of the “capacities” listed in the Act which include mobility, manual dexterity, speech, hearing, seeing and memory.

Some conditions such as a tendency to set fires and hay fever, are specifically excluded.

Provisions allow for people with a past disability to be covered by the scope of the Act. There are also additional provisions relating to people with progressive conditions.

The DDA 2005 amends the definition of disability, removing the requirement that a mental illness should be “clinically well recognised”.

People with HIV, cancer and multiple sclerosis will be deemed to be covered by the DDA effectively from the point of diagnosis, rather than from the point when the condition has some adverse effect on their ability to carry out normal day to day activities.

This note contains definitions of some of the different categories of disability but is not exhaustive

**Hearing impairment**

Includes difficulty hearing someone talk at a sound level which is normal for everyday conversation, in a moderately noisy environment, and difficulty hearing and understanding another person speaking clearly over the telephone

**Visual impairment**

Includes sufficient impairment to lead to registration or certification as a blind or partially sighted person, and those with a substantial and lasting visual impairment not corrected by spectacles or contact lenses.

**Speech impairment**

Includes how far a person is able to speak clearly at a normal pace and rhythm and to understand someone else speaking normally in the person’s native language.