

Accommodation Planning Worksheet

Many people with ADHD know that school, work, or daily life feels harder than it "should," but have difficulty identifying exactly what supports might help.

This worksheet can help you think through your challenges and identify accommodations to discuss with your healthcare provider, school, employer, or disability services office.

What ADHD-related challenges affect you most?

(Check all that apply)

Attention & Focus

- ☐ Easily distracted
 - ☐ Difficulty sustaining attention
 - ☐ Trouble during meetings or lectures
 - ☐ Difficulty reading lengthy materials
 - ☐ Losing track of conversations
 - ☐ Difficulty returning to tasks after interruptions
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Executive Function

- ☐ Difficulty starting tasks
- ☐ Procrastination
- ☐ Time blindness
- ☐ Difficulty prioritizing
- ☐ Difficulty planning large projects
- ☐ Forgetfulness

ADHD

- ☐ Difficulty keeping track of assignments or deadlines
 - ☐ Losing important items
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Work & School Performance

- ☐ Test-taking difficulties
 - ☐ Note-taking difficulties
 - ☐ Difficulty keeping up with workload
 - ☐ Difficulty completing projects on time
 - ☐ Difficulty switching between tasks
 - ☐ Difficulty organizing written work
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Emotional Regulation

- ☐ Overwhelm
 - ☐ Frustration intolerance
 - ☐ Anxiety related to workload
 - ☐ Rejection sensitivity
 - ☐ Burnout
 - ☐ Difficulty recovering from mistakes or criticism
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Environment & Sensory Factors

- ☐ Noise sensitivity
- ☐ Visual distractions
- ☐ Frequent interruptions
- ☐ Open office/classroom challenges

ADHD

☐ Difficulty working in busy environments

Which situations create the most problems?

- ☐ School
 - ☐ College/Graduate School
 - ☐ Workplace
 - ☐ Licensing/Board Examinations
 - ☐ Remote Work
 - ☐ Home Responsibilities
 - ☐ Other:
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How do these challenges affect your performance or daily life?

What accommodations or supports do you think would help?

Examples include:

School

- ☐ Extended testing time

ADHD

- ☐ Reduced-distraction testing environment
- ☐ Note-taking assistance
- ☐ Recorded lectures
- ☐ Priority registration
- ☐ Flexible deadlines
- ☐ Alternative testing formats

Workplace

- ☐ Flexible scheduling
- ☐ Remote or hybrid work
- ☐ Written instructions
- ☐ Protected focus time
- ☐ Reduced interruptions
- ☐ Noise-canceling headphones
- ☐ Task-management software
- ☐ Additional organizational support
- ☐ Meeting agendas in advance

General ADHD Supports

- ☐ More frequent breaks
 - ☐ Visual reminders
 - ☐ Calendar/task management systems
 - ☐ Accountability check-ins
 - ☐ Modified workload
 - ☐ Other:
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Have you previously used accommodations or strategies that were helpful?

Examples:

- Extended time
- Pomodoro method
- Body doubling
- Written instructions
- Calendar systems
- ADHD medication
- Coaching
- Noise-canceling headphones

What has helped you?

What would success look like?

If accommodations were working well, what would improve?

- ☐ Meeting deadlines more consistently
- ☐ Improved grades or work performance
- ☐ Less overwhelm
- ☐ Reduced burnout
- ☐ Better organization

ADHD

- ☐ Improved focus
- ☐ Better work-life balance
- ☐ Less anxiety
- ☐ Other:

Information for Your Healthcare Provider

Please describe any additional concerns or requests you would like discussed during your appointment:

Important Note: Accommodations are intended to reduce barriers, not provide unfair advantages. The goal is to create an environment that allows you to demonstrate your abilities more accurately and sustainably. Accommodation decisions are ultimately made by schools, employers, testing agencies, and disability services offices, though healthcare providers can often assist with documentation and medical support.