# Reasonable adjustments review template

Use this template to review and monitor reasonable adjustments.

Instructions or options to fill in this template are in [square brackets].

Date of review:

Employee name:

Name and role of person carrying out the review:

## Current adjustments

[Give details of the reasonable adjustments in place]

## Changes requested

Does the employer or employee want to change anything about the existing adjustments?

[Yes / No]

[Give details of:

* what change was requested
* who requested the change
* reason for requesting the change]

## Changes agreed

[Give details of any changes agreed]

Date of next review: