



DCIDE (Decision-Support for Communicating about Invisible Disabilities that are Episodic) is a free tool that helps workers with chronic and episodic conditions consider whether or not to share personal health information with others at work.



About eight million Canadians live with limitations to their daily activities due to health or other conditions.



These limitations—or disabilities—may be permanent and experienced every day, or they may be “episodic.” Episodic conditions are chronic health conditions, often invisible, that can re-occur, fluctuate, or worsen over time.



Should I share information about my disability with others at my job?



Many people struggle with the decision whether to disclose information about their health or work difficulties with others at their workplace. They may experience stress – regardless of whether their decision is to say nothing or to share some information about their needs.

DCIDE can help

DCIDE (pronounced “decide”) guides you through key issues that are important to making a decision about sharing or not sharing information about your health in the workplace.

DCIDE asks about your needs, your goals, your communication preferences, the supports you may have at work, and the culture in your workplace.

The tool provides you with an assessment of your responses paired with additional advice and resources that are relevant for your situation.

Free and confidential

DCIDE is free to use and takes about 15 minutes to complete. You may save a copy of your answers for your own use. No personal information is collected, and answers will not be saved or shared with others.

DCIDE is available in both English and French.



Introduction

Welcome to the DCIDE tool (Decision-Support for Communicating about Invisible Disabilities that are Episodic).

DCIDE was designed for workers with an episodic disability—that is, a chronic health condition, often invisible, that reoccurs, fluctuates or gets worse over time. It can also be useful to anyone who needs to make a decision about sharing personal health information.

How does DCIDE work?

DCIDE asks you to respond to questions in five different areas that are often important when deciding whether to share some personal health information with others at work.

- Your Needs:** Why are you thinking about whether to share some personal health information at work? What is happening now that is making you think about sharing?
- Your Goals:** What goals are important to you when working with a health condition? Do you feel that sharing personal information with others would help you meet your goals?
- Your Communication Preferences:** How comfortable are you sharing information about your health with others? What benefits or downsides do you think might result from your sharing?
- Your Work Supports:** Does your workplace have benefits, sick days or other policies that can provide support to you?
- Your Work Culture:** How supportive are others in your workplace? Are there benefits or downsides to sharing personal information with others at work?

DCIDE summarizes your responses to the questions and provides you with tailored advice to help you think about whether or not to disclose.

Since your health condition and other life circumstances (job type, career options) may change, it may be useful to retake the DCIDE tool whenever there are important changes to your situation.

How does DCIDE help?

Sometimes people feel like little, or nothing, can be done about their limitations at work, or they aren't sure whether they are ready to share information with others. Sometimes a crisis in health can force changes or lead to others finding out about your health condition, even if you would rather keep that information private.

The purpose of DCIDE is to help people think about their needs and concerns and have more control over their health information to improve their experiences at work.

DCIDE may be most helpful when thinking about whether to talk to a supervisor, a human resources representative or a disability manager. These are the people who are most likely to be in a position to provide support. However, it may also be helpful when thinking about whether to communicate information to others like a union representative or a co-worker.

DCIDE also connects you with additional resources that may be useful, such as the Job Demands and Accommodation Planning Tool (JDAPT), which provides practical support and accommodation ideas that are relevant to a wide range of job demands.



DCIDE was developed by the ACED Partnership research project led by the Institute for Work & Health (iwh.on.ca).

What DCIDE is NOT

DCIDE is not intended to push people toward either sharing or not sharing information.

- DCIDE guides people through key topics to consider when making a decision, but the final decision needs to be made by you.
- If there are any safety concerns related to your health or its treatment, DCIDE will flag that there may be a requirement in law to share at least some health information with others.

DCIDE is not intended to provide expert or legal advice.

Who created DCIDE?

The DCIDE tool was developed by the Accommodating and Communicating about Episodic Disabilities (ACED) team, housed at the Institute for Work & Health, a not-for-profit research organization based in Toronto, Canada. The dimensions and questions were created by drawing on research, gaps in existing materials, and input from others including the ACED Expert Advisory Committee, research team members and ACED partners.

Learn more about the ACED tools, including the Job Demands and Accommodation Planning Tool (JDAPT) [here](http://iwh.on.ca).

Learn more: aced.iwh.on.ca/dcide