

# Course : Disability representative: professionalize your approach and your involvement in the company

Practical course - 1d - 7h00 - Ref. HAS

Price : 800 € E.T.

★★★★☆ 4,5 / 5

Understanding the role of the disability advisor is crucial to the success of a sustainable, shared disability policy. This training course will enable you to support your company's entire disability policy, and to grasp the postures you need to adopt when dealing with a beneficiary, a manager, HR...

## Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Finding your way around the legal framework for managing disability in the workplace
- ✓ Develop organizational, relational and technical skills
- ✓ Find the right posture to meet the challenges of each of your company's disability stakeholders
- ✓ Measure the impact and effectiveness of your actions to improve them

## Intended audience

Any employee wishing to learn about or become involved in the role of disability referent.

## Prerequisites

No special knowledge required.

## Practical details

Discussions based on video extracts, joint work on critical cases, quizzes and role-playing exercises...

## Course schedule

### PARTICIPANTS

Any employee wishing to learn about or become involved in the role of disability referent.

### PREREQUISITES

No special knowledge required.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## 1 Disability situations, status and accommodations

- Changing perceptions and recognition of disability in the social environment.
- Reminder of the main types of disability and key statistics.
- Take into account the impact of cognitive biases on our vision of disability.
- Understand the challenges of the historic disability laws and those of 2018 and 2020: trends, developments, impacts.

### Hands-on work

Determining, when faced with different situations of disability, how to welcome an employee, keep him/her in work, and how to adapt his/her workstation.

## 2 Role, positions and missions of the disability advisor

- Identify internal and external resources.
- Take on the role of disability referent.
- Find the right posture to avoid inappropriate situations.
- Advise and encourage recruitment.
- Sharing a culture of job retention based on the legal framework.
- Raising awareness of the importance of the RQTH in an employee's professional life.
- Anticipating and supporting workstation adjustments.
- Managing everyday crisis situations.

### Hands-on work

Group work on the formalization of the role of referent in the company and presentation based on concrete examples. Debriefing by the trainer.

## 3 Integrating the disability ecosystem within your company

- Understand your company's disability policy and the issues involved.
- Identify the impact of the new transformation of the OETH to DSN.
- Implement an annual action plan with the support of its Cap Emploi and AGEFIPH advisors.
- Use criteria and indicators to measure progress.
- Share results.

### Hands-on work

Case studies based on examples from the referent's day-to-day work. Group debriefing and specific input from the trainer.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

## Dates and locations

### REMOTE CLASS

2026 : 16 June, 29 Sep., 7 Dec.

### PARIS LA DÉFENSE

2026 : 16 June, 29 Sep., 7 Dec.