

## Guidance for review timescales and support

HR Consult

Initial Considerations

Formal Review

Extension of Formal Review

<b>Timescales</b>	1 week to 2 months (depending on time required to implement updates/reasonable adjustments)	□1 to 3 months	□1 to 3 months
<b>Examples of interventions</b>	<ul style="list-style-type: none"> <li>• Mandatory training up-to-date</li> <li>• PDPR to be completed</li> <li>• Review of objectives which relate to the area of performance there are issues with</li> <li>• Completion of any related training</li> <li>• Occupational Health referral</li> <li>• Flexible Working</li> <li>• Introduction of reasonable adjustments</li> <li>• Completion of Induction</li> </ul>	<ul style="list-style-type: none"> <li>• Additional relevant training/course</li> <li>• Shadowing</li> <li>• Mentoring</li> <li>• Coaching</li> <li>• Attendance at meetings</li> <li>• Flexible Working</li> <li>• Occupational health referral</li> <li>• Work based assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Additional relevant training/course</li> <li>• Additional Shadowing</li> <li>• Additional Mentoring</li> <li>• Additional Coaching</li> <li>• Attendance at meetings</li> <li>• Flexible Working</li> <li>• Occupational health referral</li> <li>• Additional Work based assessment</li> </ul>

UCD/People/Capability/RelatedDoc

