



2023

WORKPLACE ADJUSTMENTS & OCCUPATIONAL SUPPORT SERVICES

aptolink



SOLUTIONS FOR REASONABLE ADJUSTMENTS

WHO ARE WE?

Aptolink is one of the UK's leading suppliers of assessments and training for assistive technology. For more than 20 years, our team has been a leading force in helping those with disabilities, chronic conditions, neurodiversity and health conditions succeed and reach

their full potential in the workplace and at university. We support both the colleague and the business by providing reasonable adjustments and solutions which allow colleagues to improve their workflow, increase efficiency and thrive in the workplace. We

have provided our services to a wide-range of corporate clients, working closely with banks, government departments, businesses in the financial sector, retail sites and many more, and we are expanding daily.

WHY CHOOSE APTOLINK?

ASSISTIVE
TECHNOLOGY FOR ALL

Whether you require solutions for hearing or visual impairment, neurodiversity or ergonomics, our trained assessors can help find the right solutions for your team members.

ASSISTIVE SOLUTIONS

WE ARE EXPERIENCED

All of our assessors and trainers have in-depth experience and extensive training to ensure that you and your team get the most comprehensive support, no matter the needs. Furthermore, many of our trainers have teaching and training qualifications, so you know you're in good hands.

WE COVER
THE WHOLE OF THE UK

Our knowledgeable assessors can identify the latest assistive products to support your employees and make their lives easier. Be it software or hardware, our team will endeavour to give your employees the support and skills they need to succeed.

Our specialist assessors, trainers and coaches are spread across the whole of the United Kingdom, providing one-to-one professional support anywhere in the country. No matter where in mainland UK you're based, you can rely on us to provide training wherever it's needed.

TAILOR-MADE TRAINING

We provide training for a wide range of the latest assistive technology, tailored to suit any learning style. Our trainers will identify the individual's needs and adapt the training to suit the needs of their job role.

WE ARE TRAINED

Not only do our trainers and coaches go through our in-depth in-house training courses to understand the services we support, they also have manufacturer-accredited qualifications to ensure competence and the broadest knowledge.



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WHAT SERVICES DO WE PROVIDE?

Aptolink offer a comprehensive selection of services to lead your employees to success in the workplace

WORKPLACE ASSESSMENTS

Our face-to-face or remote assessments can identify the needs of your team members, and recommend adjustments and support to help them become more productive, promote efficiency and enable them thrive in the workplace. Our friendly and knowledgeable assessors have extensive experience in a variety of conditions and disabilities and are knowledgeable in the huge array of assistive hardware and software solutions, so we are certain we can find the right solutions for everyone.

THE ASSESSMENT JOURNEY

The need for an assessment is identified and a referral is submitted.

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A member of our friendly administrative team will make contact with the employee to discuss their condition and the requirements of the assessment. This allows us to select an assessor equipped with the right expertise and area of specialisation to ensure that your employee gets the support they need. This takes no longer than thirty minutes.

The assessor will carry out the assessment, either remotely or face-to-face. They will discuss possible solutions, taking into account the employee's condition, specific challenges, and the needs of the individual's job role. This typically takes around one hour.

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The assessor will complete the assessment report, and the report will be quality-assured to guarantee that your employee receives the highest level of support.

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You receive a completed assessment report identifying any software, hardware, training, coaching or adjustments which can be implemented to support your team member and help them succeed in the workplace.

ASSISTIVE SOFTWARE TRAINING

Our certified trainers can provide both face-to-face and remote training on industry-leading assistive software developed to support individuals with a wide range of different conditions. We can offer training on:

DRAGON® NATURALLY SPEAKING®

by *Nuance®*, a world-leading 'speech-to-text' speech recognition application which allows users to use their voice to write documents and emails, search the web, and control their computer without having to touch the keyboard.

READ & WRITE

by *Texthelp®*, a popular suite of assistive tools including 'text-to-speech' (allowing it to read on-screen text aloud), extensive spell-checking and word-prediction features, screen-masking to provide improved readability, and many more features.

JAWS®

by *Freedom Scientific®*, the world's most popular screen reader, which will read back on-screen text and provides powerful navigation tools to allow users seamless screen and application navigation with keystrokes.

MINDVIEW™

by *Matchware™*, a software which helps users plan and structure their work, and assists with organization and time management, ideal for helping neurodiverse users increase efficiency and remain productive.

SUPERNOVA™

by *Dolphin™*, an advanced screen magnifier and screen-reader, which also offers support for braille displays, which can assist users no matter their sight-level.

CLAROREAD®

by *Claro®*, an extensive tool featuring a screen-reader, OCR, diverse visual enhancements, word prediction, and spell checking, as well as integration with *Dragon Naturally Speaking*.

ASSISTIVE TECHNOLOGY TRAINING

And it's not just software; there is an extensive array of assistive hardware available for those with Visual or Hearing Impairments. We make it our aim to keep up-to-date with the latest developments in assistive technology to ensure that we can provide support for the most cutting-edge products.

HEARING IMPAIRMENT

We can train on a wide range of equipment for hearing-impaired individuals, including the Phonak™ Roger™ ecosystem of devices and a wide range of other accessories for those with hearing-aids.

VISUAL IMPAIRMENT

For individuals with visual impairments, we can offer training on a wide-range of devices including hardware magnifiers, braille displays and other tools to help achieve productivity and success in the workplace.

NEURODIVERSITY

For individuals with Dyslexia, ADHD, and more, we offer training on a range of productivity tools including digital voice recorders and notetaking devices to help employees gain confidence and work more efficiently.

SETUP AND INSTALLATION SERVICES

It is important that assistive and ergonomic equipment is correctly set up in order to maximise its benefit, which is why we offer a range of specialist set-up services for a diverse array of different equipment and resources.

ERGONOMIC FURNITURE

The full benefit of ergonomic equipment can only be achieved if it is correctly adjusted and utilised. We offer support with the installation and correct adjustment of ergonomic equipment and furniture, ensuring that chairs are correctly adjusted, height-adjustable desking solutions are correctly installed and that equipment is correctly positioned for perfect comfort.

AUDIOLOGICAL EQUIPMENT

Our team have specialist knowledge in range of equipment for hearing impaired individuals. We can help set up and install the Phonak™ Roger™ range of wireless devices, and a breadth of other assistive devices and accessories designed with hearing aid users in mind. We can also install a range of telephony solutions including headsets, in-line amplifiers and splitter-cables.

ASSISTIVE EQUIPMENT

We offer support setting up a wide array of specialist assistive technology, including specialist mice and pointing devices, keyboards and other assistive computer hardware, as well as devices for visually impaired users such as eye-tracking hardware, video-magnifiers, and braille displays.

COPING STRATEGY COACHING

We work with a team of specialist coaches located all over the UK to provide face-to-face and remote coaching and support for individuals with a range of neurodiverse, mental health and chronic conditions. These sessions explore the impact of an individual's condition and help

them to develop new techniques to support them in their everyday work, with an aim to increasing productivity, reducing stress, and developing efficient work methods. Our coaches help to explore an individual's strengths and develop strategies which play to their strengths, tailoring

the support and techniques to the individual. We even offer co-coaching to help support the relationship between employees and their managers in order to increase understanding on an individual's condition and its impact, improving communication.

We are also delighted to be able to offer coping strategy coaching for visually impaired individuals as a new service for 2023.

CONSULTATION SERVICES

We offer consultation services tailored to suit your business, employing our specialist knowledge and expertise to offer guidance on improving accessibility, implementing WPA solutions and leveraging

assistive technology, with an eye to keeping your workforce productive, motivated and satisfied. We have developed programmes help to nurture awareness of disabilities and neurodiversity within the

workplace and can advise on promoting proper ergonomic practices which can help improve productivity and promote wellness in your team. Get in touch to see how Aptolink can help your business flourish.

OUR COMMITMENT

Aptolink are committed to reducing our carbon footprint. As such, we are pleased to offer all our services remotely, as well as face-to-face. By offering our services remotely, we can reduce emissions, pollution, and fuel consumption and lessen our impact on the environment.

Even when providing our services face-to-face, our team is committed to doing so in as efficient and as ecologically friendly a way as possible, optimising our fuel consumption and travel distances to ensure that we are doing all we can to be as environmentally friendly as possible.

DSE PAT ASSESSMENTS

Aptolink are delighted to be able to offer a new service ideal for businesses with an increasing number of home-based workers. As part of this on-site service, we conduct a thorough assessment of

an individual's home workspace and DSE (Display Screen Equipment) to ensure that their home office is suitable for extended use and that their ergonomic needs are met. We will also carry

out a thorough examination and test of the team members electronic equipment to ensure that it is safe and suitable for continued use.



WHAT CONDITIONS DO WE SPECIALISE IN?

HEARING IMPAIRMENTS

From an assessment to establish an individual's specific needs, to training on an extensive array of cutting-edge assistive hardware developed to support those with

hearing loss, we offer wide-ranging support for those who are impacted by a hearing impairment. As assistive technology is a fast-moving field, we pride ourselves on our

up-to-date knowledge of the latest solutions developed for those with hearing impairments, so you can be sure that we can recommend the absolute latest support.

VISUAL IMPAIRMENTS

We offer thorough support to individuals suffering from visual impairments and sight loss. From identifying a person's needs with a comprehensive assessment, to

supplying training on the latest assistive software designed specifically to aid those with visual impairments, you can be certain that Aptolink can offer extensive support. We

even offer coaching to help individuals develop strategies to reduce the impact of a visual impairment on their work and wellbeing.

NEURODIVERSITY

We offer comprehensive support for a wide-range of neurodiverse conditions, including dyslexia, dyscalculia, ADHD, Autism, and many more. We can offer

assessments to identify the impacts of neurodiverse conditions on an individual's work role, provide training on software which can help reduce these impacts and improve

productivity, and offer coaching to develop coping strategies to help work more efficiently and play to one's strengths.

MENTAL HEALTH

Our mental health and wellbeing is something which can be difficult to discuss, so we understand the importance of being compassionate, sympathetic and easy to speak to. We

engage with individuals suffering from stress, anxiety, and depression, identify how this is impacting them, and determine the appropriate support they need. Beyond the

assessment, our coping strategy coaching can help an individual develop methods to reduce the impact of stress, depression, anxiety and other difficulties.

CHRONIC CONDITIONS

Our team have an extensive range of knowledge on the impacts of a huge number of long-term conditions, including

Chronic Fatigue, Fibromyalgia, Long Covid, and many more. We can identify what support will benefit them, and offer

coaching on techniques they can use to overcome some of the impacts of their condition.

ERGONOMICS

Poor ergonomics can have an astounding impact on an individual's comfort, wellbeing and productivity. Our specialist assessors can identify the shortcomings of an individual's workspace and Display

Screen Equipment setup, and recommend adjustments to help them be supported and comfortable. For individuals with more specific ergonomic needs, such as physical disabilities,

long-term injuries or chronic conditions, our assessments can recommend more specialist items and support to help ensure an individual remains comfortable and supported.

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If you'd like to find out more about our services, please visit:

[www. aptolink.co.uk](http://www.aptolink.co.uk)

or call us on:

02380 989 180