

The Prevention Procedure

Securing jobs for people with severe disabilities

Workplace prevention aims to identify, address, or ideally prevent difficulties in employing people with severe disabilities at an early stage.



Overview of the Prevention Procedure

The employment or work relationship of a person with a severe disability is at risk due to deteriorating health, behavioral difficulties, or operational changes.

The employer initiates a prevention procedure as early as possible and invites the employee with a severe disability, the representative for severely disabled employees, the works council/staff council or employee representation, and the Integration/Inclusion Office.

In a joint discussion, appropriate measures are discussed and agreed upon.

The success of these measures is reviewed at specified times. If necessary, they are adjusted or expanded.

The goals are to overcome difficulties and secure the job.

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5 Questions and Answers ...

about the Prevention Procedure

1 What is the Prevention Procedure?

If difficulties arise in the employment or work relationship of a person with a severe disability that could endanger their job, the employer initiates a prevention procedure. The focus is always on dialogue between the parties involved. The goal of the prevention procedure is to secure the employment relationship. There are no defined criteria that trigger the procedure. The exact process is also not legally prescribed.

2 When is the Prevention Procedure initiated?

Section 167, Paragraph 1 of SGB IX states that the employer must act when person-related, behavior-related, or operational difficulties arise that could endanger the employment relationship of a person with a severe disability. It is generally important for employers to create an environment that enables the long-term employment of a person with a severe disability. This includes a modern and appropriately equipped workplace as needed, as well as suitable processes. Continuing education is also of great importance for people with severe disabilities. If companies are mindful of these aspects, many difficulties can be avoided. However, if there is an acute deterioration in health, a prolonged absence from work, behavior-related difficulties, or operational changes, the prevention procedure is recommended.

3 Who is involved in the Prevention Procedure?

The legislator does not dictate how the employer implements the prevention procedure in practice. It is advisable to involve the affected person, the representative for severely disabled employees, the works council/staff council or employee representation, and the Integration/Inclusion Office as early as possible. If necessary, other parties, such as the company doctor or occupational safety specialist, are included.



4 How is the Prevention Procedure implemented in practice?

The initiative comes from the employer. The procedure can also be carried out without the employee's consent. Good solutions can only be found if the affected person actively participates. If action is needed in a specific case, the employer discusses and agrees on measures to secure the job in dialogue with all parties involved. These measures are implemented, and their success is reviewed at specified times. If necessary, the measures are jointly adjusted or expanded.

5 How does the Integration/Inclusion Office support the process?

Employees at the Integration/Inclusion Office know what support is available in specific cases and can provide appropriate advice. If necessary, the integration specialist services can accompany the process.

