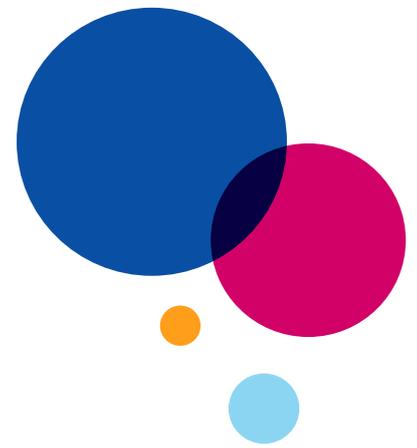


# Tips and links



If you need more tips and material on the employer model of personal assistance, click the links.

## Employment contract template

Services for the disabled often have their own employment contract templates which primarily serve payroll administration. You can also use them to create attachments to the actual employment contract, a copy of which is recommended to be sent to payroll administration.

Heta Union members can use their employment contract template. You can find the Heta Union's employment contract template here, along with other useful forms and information:

<https://heta-liitto.fi/tyoehtosopimus/lomakkeet/>

## 'Smooth everyday life' discussion template

During the various stages of the employment relationship, it is wise to engage in a more detailed discussion every now and then about job expectations and how everyday life and co-operation between the parties is going. To support this, we have created the 'Smooth everyday life' discussion template.

You can find the 'Smooth everyday life' tool with this material, or always at [www.varma.fi/henkilokohtainenapu](http://www.varma.fi/henkilokohtainenapu).

## Where can I find help?

If necessary, you can also discuss personal assistance matters with your social worker.

Help is also available from the following organisations:

- Heta Union: [www.heta-liitto.fi](http://www.heta-liitto.fi)
- Finnish Association of People with Physical Disabilities: [www.invalidiliitto.fi](http://www.invalidiliitto.fi)
- Threshold Association: [www.kynnys.fi](http://www.kynnys.fi),
- See also the Finnish Institute for Health and Welfare's handbook on disability services [thl.fi/fi/web/vammaispalvelujen-kasikirja](http://thl.fi/fi/web/vammaispalvelujen-kasikirja).

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This material is part of Varma's work ability support material. How can I succeed as an employer of a personal assistant?  
Part 7b: Tips and links

Read more: [varma.fi/henkilokohtainenapu](http://varma.fi/henkilokohtainenapu)