# The 3 minute deadline checklist

On deadline? Here’s a quick checklist (that is by no means exhaustive) for portraying people with a disability.

## Language:

While we understand it won’t always be possible, please consider these language preferences wherever you can:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Do use…. |  | Instead of…. |
| 1 | Person with a disability  Person with [specific disability], for example:  Person with autism  Person with epilepsy | 1 | Disabled/the disabled/victim of/suffers from/handicapped/special/stricken with/unfortunate  Autistic person  Epileptic person |
| 2 | Person with a physical disability  Person with [specify disability], for example:  Person with cerebral palsy | 2 | Physically challenged |
| 3 | Person with a sensory disability  Person with [specify disability], for example:  Person with a hearing impairment  Person who is deaf  Person who is blind | 3 | The deaf  The blind, blind people |
| 4 | Person with an intellectual disability  Person with [specify disability], for example:  Person with Down syndrome | 4 | Mentally disabled/intellectually challenged  Down’s kids |
| 5 | Person with a mental illness  Person with [specify disability], for example:  Person with schizophrenia or a person with bi-polar disorder | 5 | Insane/mentally challenged  Schizophrenic person |
| 6 | Accessible toilet/accessible parking space/accessible entry | 6 | Disabled toilet/disabled parking space |
| 7 | Person who uses a wheelchair | 7 | Confined to a wheelchair/wheelchair bound |
| 8 | Person who is comatose/unconscious/in a coma | 8 | Vegetable/vegetative |
| 9 | Person without a disability | 9 | Normal/non-disabled |

* Try not to focus on the person’s disability unless it is central to the story.
* Try to give the person with the disability a voice. Are they quoted in the story?
* Have you described the disability appropriately (see above)?
* Avoid excessive emotive language, e.g. brave, misfortune.
* Are the visuals positive and respectful?

## Need more info?

The full media guidelines can be found at [www.dhs.vic.gov.au/reportingitright](http://www.dhs.vic.gov.au/reportingitright)