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## JOB ACCOMMODATIONS

Accommodations are developed on an individual basis and in a partnership between the person with the disability and the employer. This teamwork generally results in cost-effective solutions. The elements to consider are (1) the job tasks that must be performed, (2) the functional limitations of the individual, and (3) whether the proposed accommodation(s) will result in undue hardship to the employer. Creative solutions may involve equipment changes, work station modifications, adjustments to work schedules, assistance in accessing the facility, and dozens of other possibilities, depending on the individual's particular limitations and needs. (DOL, Accommodations Get the Job Done.)

### WHAT TO SHARE...WHAT NOT TO

- THE 411 ON DISABILITY DISCLOSURE: A WORKBOOK FOR YOUTH WITH DISABILITIES  
[http://www.ncwd-youth.info/resources\\_&\\_Publications/411.html](http://www.ncwd-youth.info/resources_&_Publications/411.html)  
The 411 on Disability Disclosure: A Workbook for Youth with Disabilities is designed for youth and adults working with them to learn about disability disclosure. This workbook helps young people make informed decisions about whether or not to disclose their disability and understand how that decision may impact their education, employment, and social lives. Based on the premise that disclosure is a very personal decision, the Workbook helps young people think about and practice disclosing their disability. The workbook does not tell a young person what to do.

### ACCOMMODATIONS

- REASONABLE ACCOMMODATION. In relation to the ADA, reasonable accommodation is any modification or adjustment to a job or the work environment that will enable a qualified applicant or employee with a disability to participate in the application process or to perform essential job functions. Reasonable accommodation also includes adjustments to assure that a qualified individual with a disability has rights and privileges in employment equal to those of employees without disabilities.
- REQUESTING A REASONABLE ACCOMMODATION FROM AN EMPLOYER. Though it is not required by the ADA, but it may be wise for employees ask for accommodations in writing. Smaller companies may not be required to provide accommodations compliant to ADA, but Vocational Rehabilitation can be very helpful in providing assistance with job accommodations as part of implementing an individual's IPE (Individualized Plan for Employment). Data collected suggest that more than half of all accommodations cost less than \$500. Tax incentives are available to employers. In addition, funding can sometimes be obtained via the Individualize Plan for Employment.

### QUESTIONS - Talk to others, learn more, share ideas and solutions.

- JOB ACCOMMODATION NETWORK, Office of Disability Employment Policy (ODEP) of the U.S. Department of Labor. <http://www.jan.wvu.edu/english/whatis.htm>
- NATIONAL COLLABORATIVE ON WORKFORCE AND DISABILITY FOR YOUTH (NCWD/Youth)  
<http://www.ncwd-youth.info/>

ARKANSAS TITLE V CHILDREN WITH SPECIAL HEALTH CARE NEEDS PARENT ADVISORY COUNCIL  
recommends this Tip Sheet to help your family in transitioning your young adult.