

Description of Audio

Reasonable Accommodation Technical Assistance Webinar

This presentation was recorded on November 17, 2016. The audio recording is posted on the National Service Knowledge Network and should be played in conjunction with these slides.

Today's presentation will be posted on the National Service Knowledge Network:

www.nationalservice.gov/resources

Resources

Be sure to check out all the materials and training available on the National Service Knowledge Network:

- www.nationalservice.gov/resources/disability-inclusion
- Knowledge Network Resources
- Stories, checklists, and contacts

Online courses:

- Modern Disability 101
- Creating a Welcoming Environment
- Why People with Disabilities Benefit Your Program
- Making Reasonable Accommodations
- Designing Your Own Disability Engagement Plan

Today's Presenter

- Stephanie Enyart
- Disability and Inclusion Advisor

Why now? What will we cover?

This is the time of year:

- Supervisors discover that the accommodations they set up are not working as planned
- Supervisors receive an accommodation request from a member who they did not know has a disability
- Supervisors are considering reassignment or dismissal for members who are not working out

Accommodations are not working...

- What should supervisors do if the accommodations are not working?
 - Revisit accommodations
 - Ask for and integrate suggestions from member and program staff about what may work better
 - Determine if the problem is executing accommodations
 - Tweak things and try new plan

What if a supervisor feels they have spent too much time attempting to figure out how to accommodate and none of their efforts are yielding results?

- Work smarter not harder – use recommendations from medical or rehabilitation professionals or the Job Accommodation Network
- Avoid spending time researching the medical condition
- Focus on trying various accommodation plans

Mid-service term requests

Is there a way to verify a member has a disability? Medical documentation

Is a member with a non-apparent disability entitled to accommodations?

- Medical documentation focusing on functional limitation
- Check documentation against disability definition

Are members required to disclose disabilities? No

Before reassigning/dismissing members...

What should a supervisor do before making the decision to reassign or dismiss?

- Ask if there is anything that the member believes would aid in their successful completion of the program (this may facilitate an accommodation discussion)
- Ensure they have been effectively accommodated if they have a disability

Does having a disability give you a free pass to not adhere to conduct standards? No

When has a supervisor done due diligence prior to reassignment/dismissal?

- When they have gone through all steps for accommodation, have tried alternative accommodations and documented their failure
- See webinar for steps on the Knowledge Network

Common issues...

What is new in the accommodation reimbursement process?

- You must submit a completed form with your receipts

Can a supervisor get advice on whether their accommodations are “reasonable?” Yes, consult me or the Job Accommodation Network

What should be done with a request for a schedule change accommodation when the program only has full-time member slots?

- Contact your PO and me – all are handled on an individual basis with consultation from General Counsel

Common issues...

- How does national service, especially the living allowance, impact social security disability benefits across national service programs?

Contacts

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Reminder: Disability Knowledge Network

- www.nationalservice.gov/resources/disability-inclusion

Job Accommodation Network

- www.askjan.org