

# Reasonable Accommodations and Job Accommodation Netork (JAN)

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### Goals for today:

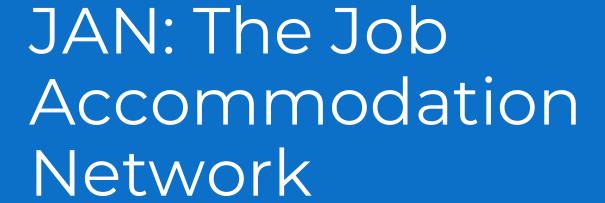
 "Reasonable Accommodation" review

Learn about JAN and intended audiences



# Reasonable Accommodations (RA)

- Definition: Any modification or adjustment to a job, an employment practice, or work environment to ensure that the individual with a disability has an equal opportunity to perform necessary tasks, known as essential functions.
- For Employers with 15 or more employees. If it is an undue financial hardship, or causes a disruption to others, the employer does not have to provide an accommodation.
- An RA can be provided for an interview, upon request.
- Required for those who are otherwise qualified for the job; those who would not be able to do the job (wrong degree, no degree, etc.) wouldn't be able to do the job no matter what accommodation is given.





- Established in 1983 by US Dept. of Labor's Office of Disability Employment Policy (ODEP)
- Provides FREE resources on accommodations and disability employment issues
- It's FREE!



# AskJAN.org - A One-Stop Shop for RA

#### Aimed at multiple audiences

- Consumers rights and suggestions
- Providers laws, psychosocial impact of disability, accommodations
- Employers laws, possible accommodations, 1:1 assistance



## Job Accommodation Network (JAN)

#### For consumers (Individuals):

- Recommendations on when and how to disclose a disability
- Sample Accommodation Request Letters
- Assistance with Negotiating accommodations (including example medical requests)
- Examples of accommodations
- Steps to take if accommodations are denied (includes discrimination charges)

## For Employers:

- Free and confidential consultation
  - On Demand / chat
  - Email: Contact Us
  - Phone: 800-526-7234
- Provide medical condition or limitations, job duties
- Ask general ADA, accommodation, or documentation questions if you need to establish a company policy



### AskJAN.org (continued)

#### For employers:

- Laws and guidelines / best practice
- SOAR: Searchable Online Accommodation Resource
- Workplace Accommodations: Low Cost, High Impact <u>Costs and Benefits of Accommodation</u>
- Links to resources
  - Regional ADA Centers:
  - Vocational Rehabilitation / RSA
  - Federal resources/agencies
- Forms library
- Toolkit for Employers



## For Employers:

**Publications & Articles** 

#### Case Studies:

- Financial settings
- Food Service
- Healthcare fields
- Legal fields
- Manufacturing
- Retail
- Science, Technology, Engineering, & Math (STEM) Fields



# For Employers:

#### Employer Toolkit: <u>The JAN Workplace</u> <u>Accommodation Toolkit</u>

- Information for various management and staff
- Information for coworkers
- Information for employees with disabilities
  - How to request accommodations
  - When to request accommodations
  - What can / cannot be accommodated



### Additional Resources:

ADA National Network:

Contact Your Region/ADA Center | ADA National Network

Illinois is in Region 5 – Great Lakes ADA Center

At UIUC: 312-413-1407

www.adagreatlakes.org



### Additional Resources:

# IL DHS / DRS – Division of Rehabilitation Services

- Job placement and training for individuals with disabilities
- Linkage to DRS customer base for employers: Business Engagement Services (BES) – contact your local office for more information.
- Local office locator: <u>IDHS: Search</u>