

- If a reasonable appropriate accommodation is readily available, the request will be approved, and the accommodation implemented.
- If an accommodation is not readily ascertainable, the matter will be pursued further with assistance from appropriate external resources.

Definitions

As used in this policy, the following terms have the indicated meaning and will be adhered to in relation to the ADA policy.

- Disability refers to a physical or mental impairment that substantially limits one or more of the major life activities of an individual. An individual who has such an impairment, has a record of such an impairment, or is regarded as having such an impairment is a “disabled individual”.
- Direct threat to safety means a significant risk to the health or safety of others that cannot be eliminated by reasonable accommodations.
- Qualified individual with a disability means an individual with a disability who, with or without reasonable accommodation, can perform the essential functions of the employment position that the individual holds or has applied for.
- Reasonable accommodation means making existing facilities readily accessible to and usable by individuals with disabilities, job restructuring, part-time modified work schedules, reassignment to a vacant position, acquisition or modification of equipment or devices, adjustment or modification of examinations, adjustment or modification of training materials, adjustment or modification of policies, and similar activities.
- Undue hardship means an action requiring significant difficulty or expense by the employer. The factors to be considered in determining an undue hardship include but are not limited to: (1) the nature and cost of the accommodations; (2) the overall financial resources of the facility at which the reasonable accommodation is to be made; (3) the number of persons employed at the facility; (4) the effect on expenses and resources or other impact upon that facility; (5) the overall financial resources of the County; (6) the overall number of employees and facilities; (7) the operations of the particular facility as well as the entire County; and (9) the relationship of the particular facility to the County.
- Essential job functions refers to those activities of a job that are the core to performing said job for which the job exists that cannot be modified.

Religious Accommodation

We are dedicated to treating the religious diversity of all our employees equally and with respect. Employees may request an accommodation when their religious belief causes a