

Davis County Family Health and Senior Services Division
Standard Operating Procedure – Reasonable Accommodation Policy

I. Purpose

To provide a policy and procedure that will ensure equal opportunities for individuals with disabilities to participate in and benefit from services, programs, or activities sponsored by the County.

II. Responsibility

The Director of Family Health and Senior Services is responsible for interpretation and oversight of this policy with regard to the County's Senior Activity Centers and will serve as the ADA/Section 504 Coordinator. The ADA/Section 504 Coordinator may be contacted at 22 South State Street, 3rd Floor, Clearfield, Utah 84015, or by calling 801-525-5163.

III. Policy

Davis County and the Davis County Department of Health will not discriminate on the basis of disability in the provision of services, programs, and activities. It is the intent of the County to guarantee eligible disabled persons equal opportunity to participate in or enjoy the benefits of County services, programs, or activities at Senior Activity Centers. The County will conduct informal individualized assessments of its disabled participants, as required in this policy and Section 504, to determine whether reasonable accommodation will be provided, and the nature of such accommodation. Individuals with disabilities may request a reasonable accommodation by submitting a written request to the ADA/Section 504 Coordinator. Senior Center Staff will provide reasonable accommodation in compliance with Section 504 of the Rehabilitation Act and the ADA, unless doing so will impose an undue burden or alter the essential nature of the program.

The ADA Amendments Act of 2008 (the "Act") became effective January 1, 2009. As part of the Act, Section 4 amends the ADA to redefine the term "disability," by also defining "major life activities" and "being regarded as having such an impairment." Additionally, it sets forth rules of construction regarding the definition of "disability," including that:

1. Such term shall be construed in favor of broad coverage of individuals under the Act;
2. An impairment that substantially limits one or more major life activities in order to be a disability;
3. An impairment that is episodic or in remission is a disability if it would substantially limit a major life activity when active;
4. The determination of whether an impairment substantially limits a major life activity shall be made without regard to mitigating measures.

IV. Assessment Process

1. Senior Center staff will ensure that individuals with disabilities may participate in and benefit from County programs, services, and activities as required by Section 504 of the Rehabilitation Act and the ADA by conducting individual assessments. Senior Center staff may conduct individual assessments when staff notices an individual with a disability or upon receipt of a request for reasonable modification. The ADA/Section 504 Coordinator will schedule a meeting with individuals with disabilities, and/or representatives of that individual, to discuss the individual's disability and limitation(s) and the requested accommodation, or possible accommodation(s), that would be most effective under the circumstances. This meeting may be held in person at the Senior Center or via telephone. The individual and the ADA/Section 504 Coordinator may hold multiple meetings and/or discussions as necessary. The ADA/Section 504 Coordinator will, within a reasonable time, provide the individual with a written explanation of what accommodation, if any, the Senior Center may provide. If the requested accommodation is denied, the written explanation shall contain an explanation setting forth the reasons for the denial.

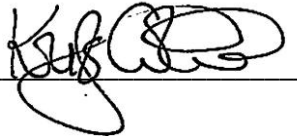
2. Also, the ADA/Section 504 Coordinator will utilize the foregoing assessment process when Staff is aware of an individual with a disability that may need an accommodation to participate in the program.

3. The ADA/Section 504 Coordinator will consider requests made by the individual with the disability, that individual's family member, friend, health professional, or other representative. In addition, the ADA/Section 504 Coordinator will initiate the assessment process when an individual with a disability, or that individual's representative, requests a reasonable modification either verbally to a staff member or in writing. In making a request for a modification, the individual with a disability need not mention Section 504 and the ADA or use the words "reasonable modification" or "reasonable accommodation."

4. The ADA/Section 504 Coordinator will provide an expeditious response to the individual's request for modification. The ADA/Section 504 Coordinator will, however, respond within 20 business days from the date when it first received the request.

Approved and adopted on this date: April 16, 2014

Signed: _____

A handwritten signature in black ink, appearing to be "K. S. [unclear]", written over a horizontal line.