



## NOTICE REGARDING EMPLOYEES ACCOMMODATIONS UNDER THE ADA AND FEHA

Inyo County is an equal opportunity employer. In accordance with the requirements of Title I of the Americans with Disabilities Act (“ADA”) and the California Fair Employment & Housing Act (“FEHA”), Inyo County prohibits discrimination on the basis of disability in recruiting, selecting or hiring applicants for employment, or in the terms and conditions of employment. The County recognizes and supports the obligation to reasonably accommodate employees with disabilities to allow those employees to perform the essential functions of their jobs. The County complies with all applicable federal, state, and local laws governing reasonable accommodations of individuals with disabilities. The Inyo County Return to Work Coordinator and ADA Coordinator, is Risk Manager Aaron Holmberg (phone: 760.872.2908; email: risk@inyocounty.us).

Reasonable accommodations are modifications to the work environment that enable an employee to perform the essential functions of their job. The County will work with the employee to determine what accommodation is appropriate for the employee, given the employee’s unique circumstances, that do not impose an undue hardship on the County.

### **Pre-employment Accommodations**

The County is committed to providing persons with disabilities meaningful employment opportunities. Upon request, job applications are available in alternative, accessible formats, as is assistance in completing the application. Applicants may request other accommodations during the recruitment process by contacting the Personnel office in Independence or Bishop (phone: 760.878.0377). Pre-employment inquiries are made only regarding an applicant's ability to perform the essential duties of the employee’s position.

### **Modified or Transitional Return to Work Program**

In the event of an industrial injury, the County will make every effort to return the employee to work, with the approval of their medical provider, at the earliest possible time. The County may also return the employee to work performing duties that are different or “modified” from what their normal job may be in order to help them through the “transition period” of recovery and until they regain their ability to return to their full job duties. This is what is meant by a Return to Work or a Modified/Transitional Work Program. If possible, based on your restrictions and the County’s ability to find available work within those restrictions, the County will provide you with work duties to provide you with ongoing compensation. Modified duty assignments will be periodically evaluated to determine whether the assignment is still effective. If circumstances change with the employee’s ongoing work restrictions or the County’s business needs, alternatives will be discussed in an interactive process between the employee and the County.



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### **Effective Communication**

Inyo County will conduct a timely, good faith, individualized interactive process whenever an applicant or employee requests a reasonable accommodation. Even if the employee has not formally requested an accommodation, the County may initiate an interactive dialogue under certain circumstances, such as when the County has identified objective barriers to employment or job performance that may be related to a disability. The process is a dialogue between the County and the individual to evaluate all potential appropriate and reasonable accommodations that (a) may enable the individual to perform the essential functions of the job, and (b) may be implemented without undue burden or risk to the safety of the employee or others.

### **Verification of Functional Limitations through Interactive Process**

Unless otherwise prohibited by law, the County may request appropriate information from an applicant or employee or a medical provider in support of a request for reasonable accommodation when the disability or the need for reasonable accommodation is not obvious or otherwise already known (i.e., through information previously provided by the individual requesting accommodation). In these instances, the County may require reasonable documentation necessary to establish that the individual has a disability and recommendations related to modifications, adjustments, or other reasonable accommodations. The County will not request diagnosis, prognosis, or other specific medical information (or medical records that contain that information). The County's focus in the reasonable accommodation process is on the applicant or employee's functional capacity, functional limitations, work restrictions or other information about the condition that is appropriate to identifying potential effective accommodations to allow the individual to perform the essential job functions.

### **Disabilities from Military Service-Connected Injury or Illness**

In accordance with the Uniform Services Employment & Reemployment Rights Act (USERRA), the County does not discriminate against any individual with service-connected disabilities who is not qualified for re-employment in the position he or she previously held. The County will consider re-employment promptly in any other position of similar seniority, status, and pay for which he or she qualified or would become qualified with reasonable efforts in a position that is the nearest approximation to the equivalent position, consistent with the circumstances of the employee's case in terms of length of service, status, and pay. As with other disabilities, the County does not guarantee reemployment to a disabled veteran, when doing so would be of such difficulty or expense as to constitute an undue hardship.