

WCHO	<i>Policy and Procedure</i>		
Department	# of Pages: 3		
Policy Name ACCESSIBILITY	Type of Policy: <input type="checkbox"/> WCHO <input type="checkbox"/> Regional <input checked="" type="checkbox"/> Network		
Policy Number 02.001	Effective Date	Revision Date	Approval Date 8/12/04
Administrative/Board of Directors Sign Off			
Administrative Signature:			Date:
Board of Directors Signature:			Date:

I. PURPOSE

To establish a plan for the Washtenaw Community Health Organization (WCHO), which insures the removal of architectural, attitudinal and employment barriers to persons served.

II. APPLICATION

All WCHO Network and Components

III. DEFINITIONS

Accessible: Located near the population group likely to utilize the service(s) and on/near public transportation routes.

Barrier-Free: Free of physical obstacles for persons with disabilities.

Client: An individual who is a consumer of WCHO Network services.

IV. POLICY

The WCHO Network and Components shall actively support social and economic opportunities for persons with a disability in their communities.

The WCHO Network shall initiate and participate in community educational efforts to remove attitudinal and other barriers to individuals with a disability.

All WCHO Network and Components shall incorporate spatial characteristics, furnishings, fixtures, equipment, and designs appropriate for the effective implementation of program goals. Each provider shall maintain a therapeutic environment.

Individuals with difficulties in communication, eg. those who do not speak and/or read

English, and persons with visual, hearing or speech impairment, shall be assisted in obtaining adaptive communication equipment or other needed assistance. Such assistance shall be provided consistent with the WCHO Policy on Limited English Proficiency and the WCHO Policy on Interpreters for Persons with Hearing Impairment.

Services shall be provided in locations that are accessible and barrier-free. Alternative arrangements for services shall also be provided that may include, but are not limited to, alternate program sites, off-hour appointments, outreach service, and negotiated transportation arrangements so as not to restrict service accessibility.

V. EXHIBITS

None

VI. REFERENCES

- A. MDMH Administrative Rules- 330.1051.
- B. The Rehabilitation Act of 1973, Section 504, P.L. 93-112.
- C. The Michigan Handicappers' Civil Rights Act of 1976, P.A. 220, as amended by P.A. 478 of 1980.
- D. The Americans With Disabilities Act (1990).
- E. WCHO Manual, "Affirmative Action Plan"
- F. WCHO Policies and Procedures Manual, "Policy on Building Accessibility for Handicapped Persons".
- G. WCHO Policy Community Involvement
- H. WCHO Policy Interpreters for Persons with Hearing Impairments
- I. WCHO Policy Referrals: External
- J. Michigan Mental Health Code, Public Act 290 of 1995, Sec. 222.
- K. WCHO Policy on Limited English Proficiency

V. PROCEDURES

<u>WHO</u>	<u>DOES WHAT</u>
WCHO Executive Director or designee	<ol style="list-style-type: none">1. Assures that services are offered to clients at times compatible with their schedules, causing minimal disruption to other essential functions in their lives (e.g., work, school, child care). 2. Selects alternative sites which are accessible for person's with a disability whenever meetings at non-program sites are indicated.

3. Makes arrangements, in consultation with the Director or designee, for service provision on an outreach basis if warranted.
4. Develops procedures (e.g., providing services on a mobile basis), in consultation with the Director, for services until these barriers have been eliminated.
5. Assists individuals with difficulties in communication, eg. those who do not speak and/or read English and persons with visual, hearing or speech impairment, to obtain adaptive communication equipment or other needed assistance. Please refer to WCHO Policy on Limited Proficiency and WCHO Policy on Interpreters for Persons With Hearing Impairment.
6. Assures that the WCHO, through its clinical programs and practices as well as its contractual agreements with community service agencies, promotes social and economic opportunities in the community for persons with a disability through the removal of attitudinal, architectural, and other barriers.
7. Participates in community education efforts concerning mental health, substance abuse and primary health care issues.
 1. Negotiates with the owner (s) of any building the Center is considering leasing that is not in compliance with barrier-free requirements.
 2. Investigates other potential program locations if the current site cannot be brought into compliance with barrier-free requirements or if an agreement cannot be reached with the landlord(s).
 3. Assures that provider agencies that contract with WCHO are in compliance with WCHO Policy on Building Accessibility for Handicapped Persons.

Director or Designee