



OHSU POLICY MANUAL

Policy Number: 08-01-005

Policy Title: ACCESS FOR MEMBERS OF THE PUBLIC TO OHSU PROGRAMS, SERVICES AND ACTIVITIES

Effective Date: August 9, 2006

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1. **Generally**

The Americans with Disabilities Act (ADA) prohibits discrimination against qualified individuals with disabilities in the programs, services and activities of public entities and requires that those entities make their programs, services and activities accessible to individuals with disabilities. OHSU students and employees are covered by this policy as individuals participating in a public event. However, other OHSU policies apply to OHSU students and employees related to their academic educational environment and workplace activities.

2. **Exceptions**

Under the law, OHSU is not responsible for providing accommodations, auxiliary aids or services that would fundamentally alter the nature of the services offered, or that would cause an “undue hardship.” These exceptions to the law’s requirements must be determined on a case-by-case basis by the unit or department involved in consultation with the Affirmative Action & Equal Opportunity Department (AAEO).

3. **Compliance with the ADA**

Individuals with disabilities must be made aware that they may make requests for reasonable accommodations to:

- A. Attend events and activities open to the public;
- B. Receive services from hospitals and clinics; and
- C. Participate in appropriate research activities.

Printed materials and other information (e.g., websites, pamphlets, informational handouts, brochures, etc.) intended to inform the public about OHSU services and activities, or invite the public to participate in OHSU services and activities, should contain language addressing the availability of information in alternative formats.

Notices of events and registration materials should contain information advising individuals (patients, visitors, members of the public) how to request reasonable accommodations to participate in or receive services from OHSU entities.

Units or departments should designate a specific individual to address reasonable accommodation requests in planning for events or activities open to the public.

4. AAEO and Office for Student Access Guidelines

- A. The Office for Student Access and AAEO shall develop protocols, procedures, forms, and other materials for units or departments responsible for events and activities open to the public to achieve compliance with ADA requirements.
- B. In consultation with hospital personnel responsible for patient relations, and research personnel responsible for research, AAEO and the Office for Student Access shall develop protocols, procedures, forms and other materials addressing patient and research subject's requests for reasonable accommodations.
- C. OHSU representatives who are responsible for events and activities open to the public should confer with representatives of AAEO and/or the Office for Student Access on ways and means that persons with qualified disabilities can be informed of opportunities to request reasonable accommodations.

Related Regulations: Title II of Americans with Disabilities Act

Related Policies and Procedures:

Policy 02-01-002, Equal Access for Students with Disabilities

Policy 03-05-055, Accommodations

Policy 08-01-006, Physical Access Committee

Public Event Disability Access Accommodation Request Procedure

Related Forms: Public Event Disability Access Accommodation Request Form

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Responsible Office: Affirmative Action & Equal Opportunity; Office for Student Access