

THE PARTICIPATION HOUSE PROJECT (DURHAM REGION)

OPERATIONS - ACCESSIBILITY

HUMAN RESOURCES - INTEGRATED ACCESSIBILITY STANDARDS

EFFECTIVE DATE: July 8, 2016

SECTION: Human Resources- Accessibility -
Integrated Accessibility Standards

REVISION DATE: January 2022

PAGES: 3

SCOPE: This policy applies to The Participation House Project (Durham Region)'s:

- People receiving services
- Employees
- Volunteers
- Applicants for employment with The Participation House Project (Durham Region)
- Visitors
- Contractors and subcontractors engaged by The Participation House Project (Durham Region)

RATIONALE: The Participation House Project (Durham Region) supports the principles of and is committed to conforming to all aspects of the AODA and the Ontario Human Rights Code and strives to ensure the provision of barrier free services, supports, and employment.

POLICY STATEMENT: Under the AODA, Ontario Regulation 191/11 entitled: Integrated Accessibility Standards Regulation, establishes accessibility standards for information and communications, employment, and transportation.

The Participation House Project (Durham Region) is committed to the principles of independence, dignity, integration, and equality of opportunity described in the AODA. The Participation House Project (Durham Region) is committed to meeting the needs of people with disabilities by establishing, maintaining and implementing policies as well as associated practices and procedures in the Integrated Regulation, specifically in the areas of information and communications, employment and transportation. The Participation House Project (Durham Region) is committed to meet the accessibility needs of people with disabilities in a timely manner and in a manner that takes into account the person's disability.

The Participation House Project (Durham Region) is committed to the establishment, implementation, maintenance, and documentation of a multi-year accessibility plan, which outlines the organization's strategy to prevent and remove barriers and meet its requirements under the Integrated Regulation.

The Participation House Project (Durham Region) is committed to the training of all employees, volunteers and persons participating in the development and approval of The Participation House Project (Durham Region)'s policies, practices and procedures on the requirements under the Integrated Regulation and the Human Rights Code as it pertains to persons with disabilities.

APPROVED: _____

DATE: _____

(BOARD CHAIR)

DEFINITIONS:

“Accessible formats” may include, but are not limited to, large print, recorded audio and electronic formats, Braille, and other formats usable by persons with disabilities.

“Accommodation” Change, adaptation, or adjustment to an employee’s work, work methods and/or workplace environment to enable the employee to return to productive employment and/or allows them to perform the essential duties of a job in a healthy and safe manner. It means the special arrangements made or assistance provided so that persons with disabilities can participate in the experiences available to persons without disabilities. Accommodation will vary depending on the person's unique needs

“Barrier”: anything that prevents a person with a disability from fully participating in one or more aspects of society, including a physical barrier, an architectural barrier, information or communications barrier, attitudinal barrier, technological barrier, policy or practice.

“Communication supports” may include, but are not limited to alternative and augmentative communication supports, plain language and other supports that facilitate effective communications.

“Disability” as defined by the AODA and the Ontario Human Rights Code, is:

- any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- a condition of mental impairment or a developmental disability,
- a learning disability, or a dysfunction in one or more of the processes involved in understanding
- or using symbols or spoken language,
- a mental disorder, or
- an injury or disability for which benefits were claimed or received under the insurance plan
- established under the *Workplace Safety and Insurance Act, 1997*.

“Equal opportunity” means service is provided to individuals in such a way that they have an opportunity to access goods or services equal to that given to others.

“Information” includes data, facts and knowledge that exist in any format, including text, audio, digital or images, and that convey meaning.

“Reasonable efforts” means taking approaches that meet the required needs of the individual.

THE PARTICIPATION HOUSE PROJECT (DURHAM REGION)
HUMAN RESOURCES – INTEGRATED ACCESSIBILITY STANDARDS

PROCEDURE:

Directors, Managers and/or department heads are responsible for ensuring that all employees follow the guidelines set out in this policy. It is their responsibility to ensure the application of this policy and that the organization achieves compliance with the law and creates an environment that provides the widest feasible scope of access, which is the right or opportunity to reach, use or participate in the organization’s systems, facilities and services.

The Participation House Project (Durham Region) is responsible to ensure all employees are trained under the Accessibility Regulations and Standards under the AODA, the Human Rights Code and all related policies, practices and procedures.

All employees, volunteers, contractors and subcontractors, any other person acting on behalf of The Participation House Project (Durham Region), and persons involved in the creation of The Participation House Project (Durham Region)’s policies are responsible for adhering to and following the commitments set out in this policy.

The Participation House Project (Durham Region) will monitor and evaluate accessibility initiatives and changes to applicable legislation and/or regulations. Changes to policies, plans and initiatives will be incorporated as required. The Participation House Project (Durham Region) will also report on performance in relation to established accessibility goals and targets.

Questions on this policy, feedback or complaint, can be forwarded to:
Director of Human Investments:
iwielgosz@phdurham.com
Tel: 905-579-5267

APPROVED: _____ (Executive Director)	DATE: _____
---	-------------

REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

- Accessibility for Ontarians with Disabilities Act, 2005
- Ontario Human Rights Code
- Accessibility Standards for Customer Service, Ontario Regulation 429/07
- Integrated Accessibility Standards, Ontario Regulation 191/11
- Multi-year accessibility plan
- Accessibility Policy
- Accommodation Policy