

# Accessibility Policy



Although it's based on Ontario law, HR managers in other parts of the country can adapt this Model Policy for use at their own workplace. Caveat: Manitoba is one of the few other provinces with its own version of accessibility legislation. So if you're from Manitoba, you need to be careful that your adaptation of the Model is appropriate for provincial requirements.

## 1. PURPOSE

This policy is intended to provide the overarching framework to guide the review and development of other \_\_\_\_\_ policies, standards, procedures, By-laws and guidelines to comply with the Regulation 191/11, Integrated Accessibility Standards (Regulation) under the Accessibility for Ontarians with Disabilities Act, 2005 standards Accessibility for Ontarians with Disabilities Act 2005, S.O. 2005, c. 11. (the AODA), which were established to identify, remove and prevent barriers and increase accessibility for persons with disabilities in the areas of customer service, information and communications and employment.

## 2. DEFINITIONS

For the purposes of this Policy:

**Assistive Device:** any tool, technology, or equipment that facilitates the performance of everyday tasks by a person with a disability. Examples of assistive devices include, but are not limited to, wheelchairs, walkers, hearing aids, oxygen tanks, and communication boards.

**Barrier:** As defined in the AODA, anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability. This includes physical barrier, an architectural barrier, information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice.

**Disability:** As defined in AODA and the Human Rights Code, includes the following:

1. 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,
2. A condition of mental impairment or a developmental disability,
3. A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
4. A mental disorder, or
5. An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997

**Guide Dog:** a dog trained as a guide for a blind person that also meets the conditions and qualifications prescribed by Guide Dogs, RRO 1990, Reg 58.

**Service Animal:** any animal accompanying a person with disability, so long as:

1. It is readily apparent that the animal is used by the person for reasons relating to his or her disability; or
2. The person provides a letter from a physician or nurse confirming that the person requires the animal for reasons relating to the disability.

**Support Person:** a person who accompanies a person with disability in order to help with communication, mobility, personal care or medical needs or with access to goods or services...