

GRADUATE MEDICAL EDUCATION

POLICY: ACCOMODATION FOR DISABILITIES

(Resident Services)

GME Policy and Procedure Manual

Department Responsible Graduate Medical Education	Created 3/2/2016	Effective Date July 1, 2016	Next Review/Revision Date April 2021
Title of Person Responsible Designated Institutional Official	Approved Council: Graduate Medical Education Committee		Date Approved by Council June 1, 2016

Policy

Per ACGME requirements (IV.H.4.), the Sponsoring Institution must have a policy, not necessarily GME-specific, regarding accommodations for disabilities consistent with all applicable laws and regulations.

Definition

Disability: For purposes of determining eligibility for a reasonable accommodation, a person with a disability is one who has a physical or mental impairment that materially or substantially limits one or more major life activities.

Non-Discrimination on Basis of Disability

Long Beach Memorial is committed to the fair and equal employment of people with disabilities. Reasonable accommodation is the key to this non-discrimination policy. While many individuals with disabilities can work without accommodation, other qualified applicants and residents face barriers to employment without the accommodation process. It is the policy of the Long Beach Memorial to reasonably accommodate qualified individuals with disabilities unless the accommodation would impose an undue hardship.

In accordance with the Americans with Disabilities Act, accommodations will be provided to qualified individuals with disabilities when such accommodations are directly related to performing the essential functions of a job, competing for a job, or to enjoy equal benefits and privileges of employment.

Equal employment opportunity will be extended to qualified disabled persons in all aspects of the LBMCC/MCH house staff relationship, including recruitment, hiring, upgrading, training, promotion, transfer, discipline, layoff, recall and termination.

LBMCC further affirms that we will provide reasonable accommodation to the known physical or mental limitations of an otherwise qualified disabled house staff.

LBMMC will also engage in a good faith and timely interactive process to determine whether and to what degree reasonable accommodation is appropriate.

The Senior Vice President of Human Resources has been designated as the coordinator of our program and procedures for implementation of this policy.

Please direct any questions or concerns regarding our equal employment opportunity policy to the Human Resources department located at LBMMC/MCH or to your home institution.

This policy applies to all residents, and residents seeking promotional opportunities.

Reasonable Accommodation

A reasonable accommodation is a modification or adjustment to a job, an employment practice, or the work environment that makes it possible for a qualified individual with a disability to enjoy an equal employment opportunity.

Examples of accommodations may include acquiring or modifying equipment or devices; modifying training materials; making facilities readily accessible; modifying work schedules; and reassignment to a vacant position.

Reasonable accommodation applies to three aspects of employment:

- To assure equal opportunity in the employment process;
- To enable a qualified individual with a disability to perform the essential functions of a job; and
- To enable a resident with a disability to enjoy equal benefits and privileges of employment.

Procedure – Current residents

The resident should notify the Graduate Medical Education office (3-3800) of a need for an accommodation.

1. When a qualified individual with a disability has requested an accommodation, the GME Office shall, in consultation with the individual and the program director:
 - a) Discuss the purpose and the essential functions of the particular job involved. Completion of a step-by-step analysis may be necessary.
 - b) Determining the precise job-related limitation,
 - c) Identify the potential accommodations and assess the effectiveness each would have in allowing the individual to perform the essential functions of the job.
 - d) Select and implement the accommodation that is the most appropriate for both the individual and the employer. While an individual's preference will be given

consideration, Long Beach Memorial is free to choose among equally effective accommodations and may choose the one that is less expensive or easier to provide.

- e) The GME Office will work with the resident, program director and other hospital personnel to obtain technical assistance, as needed.
- f) The program director will provide a decision to the resident within a reasonable amount of time.