



STATE OF CONNECTICUT
OFFICE OF THE CHILD ADVOCATE
999 ASYLUM AVENUE, HARTFORD, CONNECTICUT 06105

Jeanne Milstein
Child Advocate

AMERICANS WITH DISABILITIES ACT POLICY

Purpose

The Office of the Child Advocate (OCA) is committed to providing and promoting equal opportunities in all of its activities and services. This commitment includes adhering to the mandates of the Americans with Disabilities Act of 1990 (ADA), a federal law that makes it unlawful to discriminate against a qualified person with a disability in all aspects of the employment process and in the provision of services and benefits. The Office also adheres to all Connecticut laws and regulations that apply to individuals with disabilities.

The ADA enables society to benefit from the skills and talents of individuals with disabilities. It provides protections similar to those provided by Title VII of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, sex, national origin, and religion and Section 504 of the Rehabilitation Act of 1973, which is the foundation for the ADA.

What is "Disability" under the ADA?

The ADA utilizes a three-pronged definition of disability. An individual with a disability is any person who:

1. Has a physical or mental impairment that substantially limits one or more major life activities;
2. Has a record or such an impairment; or
3. Is regarded as having such an impairment.

An individual must satisfy at least one of the three prongs of the above definition in order to be considered an individual with a disability under the ADA.

Requesting Accommodations

Qualified employees or prospective employees with disabilities may request accommodations in order to perform essential functions of their job or gain access to the hiring process. Such requests should be made to the ADA Coordinator for the OCA, the Human Resources Office or to the employee's manager or supervisor. OCA will reasonably accommodate the known physical or mental limitation of an otherwise qualified applicant or employee with a disability unless the accommodation would impose an undue hardship on its business operation.

Commitment

The Office of the Child Advocate is committed to providing reasonable accommodations to qualified persons with disabilities. This will ensure the full and fair participation of all employees and the public in all OCA services and activities. All policies, procedures and employee will support and embrace OCA efforts and State programs that are designed to promote and achieve the principles of the Americans with Disabilities Act and those Connecticut laws and regulations that apply to individuals with disabilities.

For More Information

This policy is posted and distributed annually to all employees of OCA. The ADA Coordinators for OCA are Debby Hearl, Human Resources Specialist, Department of Administrative Services, 165 Capitol Avenue, Hartford, CT 06106, telephone at 860-713-5314, email at debby.hearl@ct.gov and Ngina Gibson, Equal Employment Opportunity Specialist, Department of Administrative Services, 165 Capitol Avenue, Hartford, CT 06106, telephone at 860-713-5258, email at ngina.a.gibson@ct.gov.

Jeanne Milstein, Child Advocate
The Office of the Child Advocate (OCA)