



## **UWSL ADA Policies and Procedures**

*The below information was pulled from the United Way of Salt Lake Employee Handbook.*

### **SECTION 2 – GENERAL MANAGEMENT PRACTICES**

#### **2.1 AMERICANS WITH DISABILITIES ACT (ADA)**

##### **Scope of the ADA**

As part of our Equal Employment Opportunity commitment, we will implement all applicable provisions of the Americans with Disabilities Act (ADA). United Way of Salt Lake's policy is to select and retain the best-qualified applicant for each available job. We do not discriminate against any qualified applicant or Team Member with a known physical or mental disability in any employment practice including: hiring, promotion, job assignment, compensation, discipline, training, and termination. Ability—not disability—is the basis of all of our employment decisions.

##### **Reasonable Accommodations**

As required under the ADA, all qualified applicants or team members who inform UWSL that they have a physical or mental disability protected by the Americans with Disabilities Act, will be offered a reasonable accommodation that allows them to apply for, or perform the essential functions of their job, unless such accommodation will result in undue hardship on UWSL, or create a direct health or safety threat to the individual or others. A reasonable accommodation generally is defined as any modification or adjustment to a job, employment practice or the work environment, which will make it possible for an individual with a disability to enjoy an equal employment opportunity. Any Team Member with ADA-related questions or discrimination complaints, or anyone seeking an accommodation is encouraged to contact Human Resources.