

Americans with Disabilities Act



American with Disabilities Act (ADA)

Americans with Disabilities Act of 1990

- Prohibits discrimination against people with disabilities and protects the rights of both teammates and job seekers as it relates to employment
- General provisions of the ADA require:
 - Equal opportunity in selecting, testing, and hiring qualified applicants with disabilities
 - Job accommodation for applicants and teammates with disabilities when such accommodations would not impose “undue hardship”
 - Equal opportunity in promotion and benefits
- Any teammate who requires a workplace accommodation can request such accommodation in LeavePro

ADA & Workplace Accommodations (WPA)

A teammate is considered to have a disability if any one of these categories are met:

- Has a physical or mental impairment that substantially limits one or more major life activities (bathing, eating, preparing a meal, walking, speaking, communicating)
- Has a record (history) of impairment or is regarded as having an impairment

Teammates who require a workplace accommodation can request an accommodation in LeavePro

- Teammates are to request an accommodation in [LeavePro](#).
- They will need to select the leave type Other>Workplace Accommodations. When prompted to enter the leave start and end dates, use the approximate length of time restrictions will be required (if unknown, default to 30 days)



ADA Leave Beyond FMLA

- When the medical or FMLA leave limit is reached, the leave is considered exhausted. In some cases, the leave may be extended under ADA.
 - Extended Leave will only be granted for ADA Qualifying Conditions
 - If approved for leave under ADA, their assignment status will be changed to reflect this
- If a teammate is unable to return to work after a total of up to 12 weeks of FMLA leave or up to 6 weeks of Medical Leave, employment may end **unless** the employment relationship is extended due to one of the following:
 - Workers' Compensation
 - Receiving Short-Term Disability
 - Extended Leave as a medical accommodation (ADA)
 - ADA extended leaves are reviewed on a case-by-case basis
 - Teammate must have an ADA qualifying condition
- **DO NOT** request to post a position or terminate a teammate who has been out on a leave who hasn't returned until you have discussed this step with Leave Administration.