



Reasonable Accommodation for Applicants and Employees with Disabilities in New York State Agencies

Policy Statement

Each agency, department, office and facility of New York State shall follow the Statewide Reasonable Accommodation Policy and communicate its commitment to provide reasonable accommodation to employees and applicants with disabilities.

The State and the New York State Office for People With Developmental Disabilities (OPWDD) are committed to assuring equal employment opportunities for persons with disabilities. To this end, it is the policy of OPWDD to provide reasonable accommodations to a qualified person with disabilities to enable such person to perform the essential functions of the State government position for which he or she is applying, or in which he or she is employed. This policy is based on the New York State Human Rights Law, Sections 503 and 504 of the Federal Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act (ADA), and all applicable Executive Orders and Memoranda. This policy applies to all employment practices and actions including, but not limited to: recruitment, the job application process, examination and testing, hiring, training, disciplinary actions, compensation, advancement, classification, transfer and reassignment, and promotions.

By providing reasonable accommodations OPWDD, as the employer, benefits by:

- Overcoming otherwise exclusionary employment practices, policies and consequences;
- Providing equal opportunities for participation in education and training programs; and
- Enhancing the retention and upward mobility of qualified employees with disabilities.

Reasonable accommodation must be considered in all employment decisions. OPWDD may not deny any employment opportunity to a qualified employee or applicant with a disability in an attempt to avoid making a reasonable accommodation, unless the accommodation would impose an undue hardship. This protects the right of persons with disabilities to equal job opportunities.

A handwritten signature in cursive script that reads "Kerry A. Delaney".

Kerry A. Delaney
Acting Commissioner