
**2014 Employment Standards -
Accessibility (Compliance) Report on the
*Accessibility for Ontarians with
Disabilities Act, 2005 (AODA)***

**Presentation to the York Region
Accessibility Advisory
Committee**

February 19, 2014

Presentation highlights

- ❑ Background
- ❑ Compliance reports
- ❑ Next steps

Employment standards are included in the Integrated Accessibility Standards Regulation

Accessibility for Ontarians with Disabilities Act, 2005

Accessibility Standards for Customer Service Regulation

Integrated Accessibility Standards Regulation

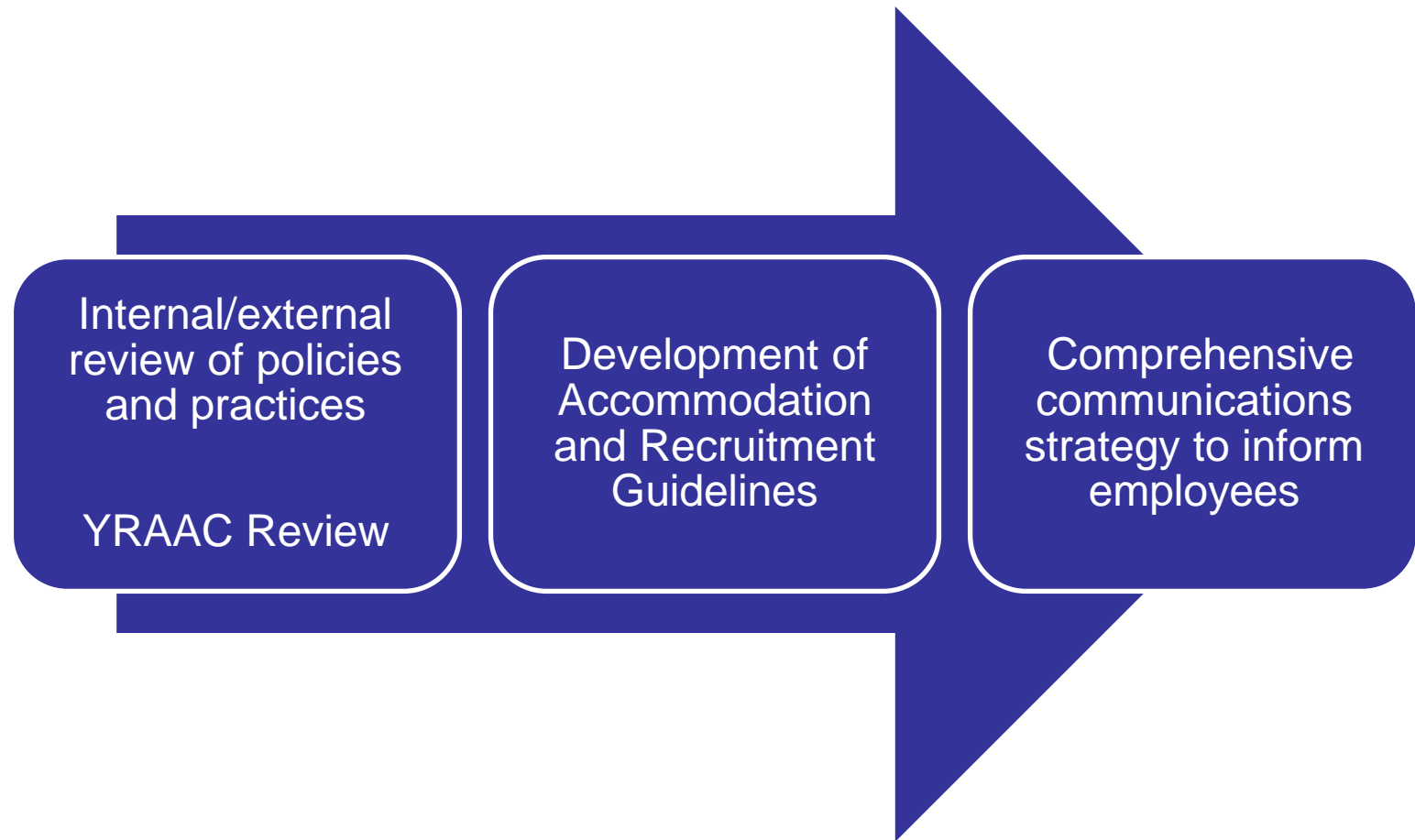
Information and Communications
Employment
Transportation
Design of Public Spaces
General Requirements

Accessibility Standards for the Built Environment
(Buildings)
Ontario's Building Code

Employment standards are now law

- ❑ Employment Standards became law January 1, 2014
- ❑ Requires employers to provide for accessibility across all stages of the employment life cycle
- ❑ Builds on employment practices already honoured under Ontario's *Human Rights Code*
- ❑ Applies to York Region, York Regional Police and Police Services Board

Project Development



1. Accessible employment policies



- ✓ Written accessibility policies and procedures govern how the Employment Standards will be achieved [IASR s.3]
- ✓ Accessible employment is a core accessibility principle

Accessible recruitment



Accessibility is built into a documented recruitment process:

1. Job advertising
2. Application screening
3. Evaluation and assessment
4. Selection of successful candidate
5. Offer to the successful candidate

2. Notify applicants of supports [IASR s.22]

- ✓ Internal and external applicants are notified about the availability of accommodation in the recruitment process
- ✓ Notice on internal and external career pages and job postings

Recruitment philosophy:

“York Region is an equal opportunity employer and will accommodate individuals with disabilities through each stage of the recruitment and selection process based on the Ontario *Human Rights Code*.”

3. Notify interview candidates [IASR s.23]

- ✓ Job applicants who are selected for an interview are asked about accommodation needs
- ✓ Work with the applicant to identify supports they may need in an interview or applicant test

4. Notify successful applicants [IASR s.24]

- ✓ Offers of employment include standard wording to inform successful applicants of the availability of workplace accommodations
- ✓ Prospective employee initiates accommodation process

5. Notify employees [IASR s.25]

York Region **HR Services**

Removing Accessibility Barriers in the Workplace

Do you have a disability and need supports to do your job?

Talk to your manager or contact
Workplace Health, Safety and Wellness
at 905-830-4444, ext. 75716

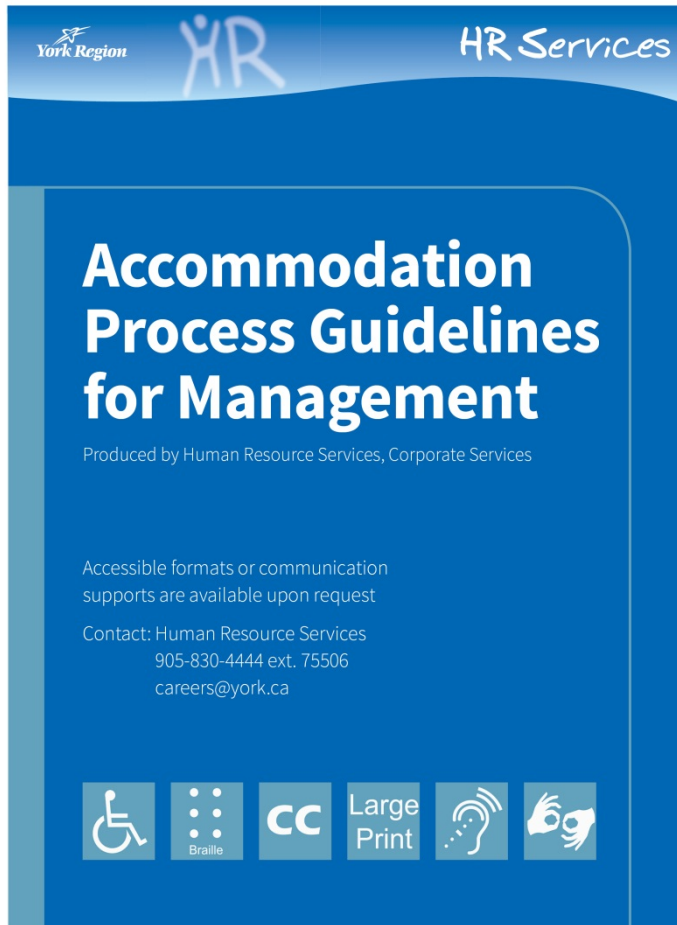
AODA@york.ca
MyPortal > Resources > Accessibility

- ✓ Employees are informed about the availability of workplace accommodations
- ✓ Information is provided to new employees as soon as possible

6. Accessible workplace information [IASR s.26]

- ✓ Providing accessible formats and communication supports upon request is a core accessibility principle
- ✓ Workplace requests may be included in individual accommodation plans
- ✓ Employee consulted to determine suitability of format or support

7. Workplace accommodation [IASR s.28]



- ✓ Written process for the development of documented individual accommodation plans (IAP)
- ✓ Includes IAP request form

Workplace accommodation (continued)

Accommodation process provides:

- ✓ Employee involvement
- ✓ Individualized assessment
- ✓ Outside expertise if appropriate
- ✓ Workplace representation upon request
- ✓ Protection of privacy
- ✓ Review and update
- ✓ Alternate accommodation process
- ✓ IAP in accessible formats
- ✓ Emergency response plan [IASR s.27]

8. Return to work process [IASR s.29]

- ✓ Documented return to work process for employees who have been absent from work due to a disability
- ✓ Includes process for absences that are not occupationally related and those that are (WSIB)
- ✓ Formal return to work plan developed and included in the individual accommodation plan

9. Performance management [IASR s.30]

- ✓ “Tips for Managers – How to provide performance feedback to an employee with a disability” developed as a resource for managers
- ✓ Helps ensure employees with a disability have the tools they need to be successful in the workplace
- ✓ May result in a new or updated individual accommodation plan

10. Career development [IASR s.31]

- ✓ “Tips for Managers – How to support an employee with a disability with career development and advancement” developed as a resource for managers
- ✓ Accessible professional development opportunities include online and in-person training
- ✓ Accessible career advancement opportunities include recruitment and accommodation practices

11. Redeployment [IASR s.32]

- ✓ “Tips for Managers – How to support an employee with a disability with career development and advancement” also supports managers whose employees are redeployed
- ✓ If an employee with a disability is redeployed their accessibility needs and accommodation plans are reviewed and adjusted to fit new position

Next steps

York Region, York Regional Police and Police Services Board will continue to:

- ✓ Provide for accessibility across all stages of the employment life cycle
- ✓ Inform prospective and current employees of accessible recruitment and accommodation practices
- ✓ Implement the procedures outlined in the Accessible Recruitment and Accommodation Process Guidelines
- ✓ Ensure employees with a disability have the tools they need to be successful in the workplace

Questions?
