

**ARTICLE 31  
REASONABLE ACCOMMODATION**

**A. GENERAL PROVISIONS**

The University provides reasonable accommodation to otherwise qualified employees who are disabled or become disabled and need assistance to perform the essential functions of their positions. The interactive process shall be used to determine what, if any, reasonable accommodation will be made.

**B. THE INTERACTIVE PROCESS**

The interactive process is an ongoing dialogue between the employee and appropriate representatives of the University about possible options for reasonably accommodating the employee's disability. The employee may have her/his representative participate in this dialogue. Options may include, but are not limited to: a modified work schedule; a leave of absence; reassignment; modified equipment; assistive devices; modification of existing facilities; and restructuring the job. Both the University and the employee are expected to participate in the interactive process.

During the interactive process the University considers information related to: the essential functions of the job, functional limitations; possible accommodations; the reasonableness of possible accommodations; and implementation of a reasonable accommodation. This information will be used by the University to determine what, if any, reasonable accommodation will be made.

University-wide and local procedures provide further guidance on the implementation of the interactive process.

**C. MEDICAL DOCUMENTATION**

The employee is responsible for providing medical documentation specific to the disability and which is sufficient to assist in understanding the nature of the employee's functional limitations. When necessary, the University may require that the employee be examined by a University appointed licensed healthcare provider. In such a case, the University shall pay the costs of any medical examinations requested or required by the University.

**D. SPECIAL SELECTION FOR OTHER POSITIONS**

An employee who becomes disabled may be selected for a position without the requirement that the position be publicized.