

## THE ADA

### Tough Questions & Straight Answers

Do your managers really understand the Americans with Disabilities Act (ADA) and their responsibilities for complying with it? This program provides accurate legal information to help managers understand what is expected of them, how to sort through the tough issues and respond effectively. Your managers will get a better grasp of how the Act impacts them and find key answers to their most frequently asked questions.

#### **About the Program:**

This program is designed to help managers gain a clearer understanding of how Title I of the Americans with Disabilities Act impacts their workplace on a daily basis. It provides accurate legal information in clear and concise terms and is intended to provide useful information, so managers can sort through tough ADA issues and take the right actions.

#### **This program addresses frequently asked questions, such as:**

- Does the ADA require me to hire an individual just because they are disabled?
- Am I required to give preference to a qualified individual with a disability?
- Am I required to shift essential job functions to other employees to provide reasonable accommodation?
- What is the appropriate way to deal with a disabled employee having performance problems?

#### **After completing the Workshop, participants will:**

- Understand the primary purpose of the ADA
- Understand key ADA concepts, like:
  - Reasonable Accommodation
  - Essential Function
  - Qualified Individual with a Disability
- Learn five actions you can take regularly to help ensure compliance with the ADA

**Target Audience: Managers and Supervisors**

**Course Length: 1 and 3 Hour Options**

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