

Multi-Year Accessibility Plan

Accessibility Plan and Policies for Community Living St.Marys and Area. This 2014-21 accessibility plan outlines the policies and actions that Community Living St.Marys and area will put in place to improve opportunities for people with disabilities.

Statement of Commitment

Community Living St.Marys and Area (CLSMA) is committed to treating all people in way that allows them to maintain their dignity and independence. We believe in integration and equal opportunity. We are committed to meeting the needs of people with disabilities in a timely manner, and will do so by preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act 2005.

Access Emergency Information

Community Living St.Marys and Area is committed to providing people with publicly available emergency information in an accessible way upon request. We will also provide employees with disabilities with individualized emergency response information when necessary.

Training

Community Living St.Marys and Area will provide training to employees, volunteers and other staff members on Ontario's accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees, volunteers and other staff members.

CLSMA will take the following steps to ensure employees are provided with the training to meet Ontario's accessible laws by January 1, 2015.

- Determine and ensure that appropriate training on the requirements of the Ontarians with Accessibilities Act as it pertains to persons with disabilities, is provided to all employees, volunteers, third-party contractors who provide goods, services and facilities on Community Living's behalf, and persons participating in the development and approval of CLSMA policies;
- Ensure that the training is provided to persons referenced above as soon as practicable;
- Keep and maintain a record of the training provided, including the dates that the training was provided and the names of individuals to whom it was provided;
- Endure that training is provided on any changes to the prescribed policies on an ongoing basis.

Required compliance date: January 1, 2015. All existing employees and volunteers have met the requirement.

Status: ongoing with new employees and volunteers.

Kiosks

Community Living St.Marys and Area is not planning to design or acquire any self-service kiosks from 2014-21.

Information and communications

- (i) Community Living St.Marys and Area is committed to meeting the communication needs of people with disabilities. We will consult with people with disabilities to determine their information and communication needs.
 - Ensure that feedback processes are accessible to person with disabilities by providing or arranging for the provision of accessible formats and communications supports, upon request. The organization will notify the public about the availability of accessible formats and communication supports.
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- (ii) Community Living St.Marys and Area will take the following steps to make all new websites and content on those sites conform with WEAG 2.0, Level A by January 1, 2014
 - CLSMA did not update the website prior to January 1, 2014
- (iii) Community Living St.Marys and Area will take the following steps to ensure feedback processes are accessible to people with disabilities upon request by January 1, 2016.
 - Provide or arrange for the provision of accessible formats and communication support upon request for persons with disabilities in a timely manner that takes into account the person's accessibility needs.
- (iv) Community Living St.Marys and Area will take the following steps to make sure all publicly available information is made accessible upon request by January 1, 2016
 - Consult with the person making the request in determining the suitability of an accessible format or communication support.
- (v) Community Living St.Marys and Area will take the following steps to make all websites and content conform to WCAG 2.0, Level AA by January 1, 2021.
 - CLSMA will develop a plan in 2015-16 to create a fully accessible website with completion in 2016-17.

Employment

Community Living St.Marys and Area is committed to fair and accessible employment practices.

We will take the following step to notify the public and staff that, when requested, Community Living St.Marys and Area, will accommodate people with disabilities during the recruitment and assessment processes and when people are hired.

- Review and as necessary, modification of existing recruitment policies, processes and templates.
- Specifying that accommodation is available for applicants identifying a disability, on CLMSA website and job postings.
- If a selected applicant requests and accommodation, consult with the applicant and arrange for provision of suitable accommodations in a manner that takes into account the applicant's accessibility needs due to disability.

Community Living St.Marys and Area will take the following steps to develop individual accommodation plans for employees that have been absent due to a disability.

- CLSMA will review return-to-work policies as needed.

We will take the following steps to ensure the accessibility needs of employees with disabilities are taken into account if Community Living St.Marys and Area, is using performance management, career development and redeployment processes.

- Review, assess and as necessary, modify existing policies, procedures and practices to ensure compliance;
- Take the accessibility needs of employees with disabilities and, as applicable, their individualized accommodation plans, into account when: Assessing performance, managing career development and advancement and redeployment is required.

Community Living St.Marys and Area will take the following steps to prevent and remove other accessibility barriers identified.

- The immediate supervisor will access the barrier and develop a remediation plan as required.

Design of Public Spaces

Community Living St.Marys and Area will meet the Accessibility Standards for the Design of Public Spaces when building or making major modifications to public spaces include:

- Outdoor public eating areas
- Outdoor paths of travel, like sidewalks, ramps, stairs and curb ramps
- Accessible off street parking

Community Living St.Marys and Area will put the following procedures in place to prevent service disruptions to its accessible parts of its public spaces.

In the event of a service disruption, we will notify the public of the service disruption and alternatives available via website and social media.

For More Information

For more information on this accessibility plan, please contact Marg McLean at (519)284-1400 ext 225 or mmclean@clstmarys.ca

Accessible formats of this document are available free upon request from Community Living St. Marys and Area, Central Administration Office; 300 Elgin Street East, St. Marys, ON or (519)284-1400 ext 0 or info@clstmarys.ca