

ONE-STOP CENTERS MONITORING CHECKLIST FOR ADA COMPLIANCE

Date: _____

Location: _____

1. Is the parking lot properly identified? Yes No
- a. How many spaces are marked for *Accessible* parking? (*1 space for 25 spaces*) _____
- b. How many are *Van-accessible*? (*1 space must be "Van Accessible"*) _____
- c. Is the signage properly marked? Yes No
- d. What height is the bottom of the sign to the ground? (*60 inches*) _____
- e. Are spaces adjacent to an accessible entrance? Yes No
- f. What is the width of the total accessible space? (*13' ft – car, 16' ft – van*) _____
- g. Is the accessible entry have a route that has 36 inches wide from the parking lot to the entry door? Yes No

Comments/Discrepancy:

2. Does the parking lot have a ramp connected to the accessible route to the entrance? Yes No
- a. Are handrails provided for the ramp and is there 36 inches space between the rails? Yes No
- b. Does the ramp meet the 1:12 pitch? Yes No

3. Is the facility entrance accessible to individuals with disabilities? Yes No
- a. Is there identifying signage for an accessible entry? Yes No
- b. If there are auto-door openers are they operable? Yes No N/A
- c. Is there signage at non-accessible entries to show where an accessible entry is? Yes No
- d. Does the door have a handle that is operable with one hand? Yes No
- e. Will the door open with a minimum of 5 lbs max force? Yes No

Comments:

4. Resource room support an "Accessible / Adjustable Station" for individuals with disabilities? Yes No
- a. What software is utilized at the station? _____
- b. What aides are available to the operator? _____
- c. What hardware is at the station? _____

Comments:

5. Is the Men's restroom identified as accessible to individuals with disabilities? Yes No
- a. Does the signage have the international symbol and Braille or raised letters? Yes No
- b. Is the signage located on the latch side of the door? Yes No
- c. Are the characters on the sign no more than 60 inches max off the floor? Yes No
- d. Does the door have a handle that is operable with one hand and doesn't require grasping, pinching or twisting?
Yes No
- e. If there are auto-door openers are they operable? Yes No N/A
- f. Does the door remain open more than 5 seconds from a 90-degree position? Yes No
- g. Does the restroom have all the aides, fixtures and stalls to be accessible? Yes No

Comments:

6. Is the Women's restroom identified as accessible to individuals with disabilities? Yes No
- a. Does the signage have the international symbol and Braille or raised letters? Yes No
- b. Is the signage located on the latch side of the door? Yes No
- c. Are the characters on the sign no more than 60 inches max off the floor? Yes No
- d. Does the door have a handle that is operable with one hand and doesn't require grasping, pinching or twisting?
Yes No
- e. If there are auto-door openers are they operable? Yes No N/A
- f. Does the door remain open more than 5 seconds from a 90-degree position? Yes No
- g. Does the restroom have all the aides, fixtures and stalls to be accessible? Yes No

Comments:

7. Are there accessible routes in the facility to offices, meeting, orientation or resource rooms that meet the 36-inch width requirement? Yes No

8. Is the facility convenient for customers (including those with barriers to employment)? Yes No

Comments/Discrepancy:

9. Is the facility accessible by public transportation (where available)? Yes No

Comments/Discrepancy:

10. Does the facility have internal signage to help customers easily navigate the center? Yes No

Comments/Discrepancy:

11. Does the facility have adequate safety and security precautions to protect customers and staff? Yes No

Comments/Discrepancy:

12. Does the facility have emergency evacuation procedures and do the procedures include the needs of individuals with disabilities? Yes No

Comments/Discrepancy: