



AMERICANS WITH DISABILITIES ACT NOTICE



If you have a disability or medical, mental health, or learning problem that limits what you can do, you have rights under the Americans with Disabilities Act (ADA). The ADA protects people with these and other problems:

- Medical problems (heart problems, cancer, asthma, HIV, others)
- Learning disabilities
- Depression and other mental health problems
- Hearing, speech, and vision problems

If you have a disability or medical, mental health, or learning problem, you may have a right to reasonable accommodations from DES, an accommodation can be:

- Help filling out forms
- Help understanding program rules
- Equipment and services (e.g., sign language interpreters, readers, etc.)
- Materials in Braille, large print, on cassette or CD
- Appointments at a different time or place, or in your home
- Changing program rules
- Helping you in other ways

To get an accommodation, ask your worker or the Division ADA Coordinator.

The Division ADA Coordinator is:

Name/Title: _____

Mailing Address: _____

Voice No.: _____ Fax No.: _____

Email Address: _____

If you ask for an accommodation and do not get it or you think DES has treated you unfairly because of your medical problem or disability, you have a right to file an ADA grievance (complaint) with the Department ADA Coordinator. You can file a grievance in a letter, on a DES grievance form, or by phone.

You can contact Carolyn Sinclair, Department ADA Coordinator, at the address or phone number below.

DES Director's Office of Equal Opportunity

1717 W. Jefferson, Room 109

Site Code 049Z

Phoenix, AZ 85007

or Phone

Voice: (602) 364-3976 – TTY: 7-1-1

Please Note:

- Copies of this form are available in Braille, large print, or CDs from the Department ADA Coordinator.
- ADA does not require DES to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.