

## Accommodation Policy

It is the policy of Graham Hospital School of Nursing, in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and ADA Amendments Act of 2008 (ADAAA), to provide support services ensuring that students with disabilities have equal access to all educational opportunities offered at Graham Hospital School of Nursing. Reasonable accommodations will be made for qualified students with disabilities unless those disabilities impose an undue hardship on the School or fundamentally alter the essential characteristics or nature of the academic program. Likewise, the School need not provide the exact accommodation requested by the student. The School may provide alternate accommodations as long as they are reasonable and appropriate to make the School's programs, activities, services, and facilities accessible to that individual.

*Disability* means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of such an individual; a record of such an impairment; or being regarded as having such an impairment.

*Physical or mental impairment* means any physiological disorder or condition affecting one or more body systems; or any mental or psychological disorders.

*Physical or mental impairment* includes, but is not limited to, diseases and conditions such as orthopedic and sensory impairments, emotional illness, dyslexia and other specific learning disabilities, and Attention Deficit Hyperactivity Disorder, among others.

*Major life activities* include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, sitting, reaching, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, writing, communicating, interacting with others, and working; and the operation of a major bodily function.

For the purposes of this policy, a *qualified student with a disability* means an individual with a disability who meets the eligibility criteria established for acceptance and continued participation in the School's nursing program, including performance of the Essential Functions for Students of Nursing, with or without reasonable accommodations.

Students seeking accommodations must document that they are a person with a disability by providing information on the nature and extent of the disability, the functional limitations resulting from the disability, and the accommodation requested. Documentation is used to design a plan that:

1. Provides an equal opportunity to meet the standards of the nursing program;
2. Is based on the types of reasonable accommodation as identified by the health/education professional;
3. Accommodates only those areas impacted by the disability; and
4. Identifies the exams and testing modalities that are exempt from reasonable accommodation because they are designed to measure a particular skill and/or essential function associated with the normal roles of a professional registered nurse.

In order to initiate services, students must first complete the Graham Hospital School of Nursing *Disability Support Services Initial Request for Services* form, available from the Coordinator of Student Affairs.

Additional current and relevant documentation may be required by Graham Hospital School of Nursing from an evaluator qualified to make the diagnosis.

Other requests for Disability Support Services for disabilities not listed on the previous page will be reviewed by the Admission, Retention, Promotion, and Graduation Committee on a case-by-case basis.

Once the student's documentation is on file with the Coordinator of Student Affairs, the Coordinator will review the information and documentation provided by the student and, if necessary, consult with other members of the School community. In some cases, it may be necessary for the Coordinator to contact the medical or health professional providing the report to obtain further information or clarification. Although documentation from professionals may include specific recommendations for accommodation, the Coordinator reserves the right to determine what accommodation is reasonable and appropriate within the School setting and within technical and academic requirements of the program.

After the evaluation, the Coordinator will schedule an appointment with the student to discuss the appropriate accommodations, how to access available services available from Graham Hospital School of Nursing and answer any questions the student may have. The student will then complete the *Accommodations Policy Initial Request for Services* form, which the Coordinator will share with the student's instructor(s). The instructor(s) may request a meeting with the student to discuss the implementation of the accommodation. The student must complete a new *Initial Request for Services* form.

Examples of accommodations include texts in an alternate format, preferential seating, extended time (50% more) for testing, and a reduced-distraction testing environment. A *reduced-distraction testing environment* is an area that is reasonably quiet with low auditory and visual distractions. The environment doesn't need to be a private or completely distraction-free room. The Instructor may spread out test takers, provide desk carrels and/or provide ear plugs/noise-canceling head phones. A private testing environment will be approved only for a student whose accommodation could prove a distraction to other students, such as reading aloud, having a reader, or having a scribe.

Accommodations are not retroactive; that is, they do not impact tests or work completed prior to the student's submission of the relevant forms and documentation and the School's determination of any necessary accommodation. **The NCLEX or standardized tests for graduate schools may require additional documentation and may not approve accommodations granted by Graham Hospital School of Nursing.**

The student should inform the Coordinator of Student Affairs when the accommodation is not being implemented, when it is not effective or necessary, when it might need to be adjusted, or when it is no longer being utilized.

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