

## NOTICE

### ***Reasonable Accommodations for Individuals with Disabilities***

The Boyertown Area Fire Rescue is committed to providing individuals with disabilities an equal opportunity to participate in and benefit from our programs, activities, and services.

Individuals may request reasonable accommodations from the Boyertown Area Fire Rescue that they believe will enable them to have such equal opportunity to participate in our programs, activities, and services. To request reasonable accommodations, contact the Fire Commissioner at (610) 369-3777 or fc95@bafr95.org.

#### ***FREQUENTLY ASKED QUESTIONS (FAQs)***

The following FAQ provides information on requesting reasonable accommodations in Boyertown Area Fire Rescue's programs and activities.

#### ***1. What is a reasonable accommodation in Boyertown Area Fire Rescue's program?***

- A reasonable accommodation is a change or modification to afford a qualified individual with a disability full enjoyment of Boyertown Area Fire Rescue's programs or activities, unless modifications of policies, practices, and procedures would fundamentally alter the nature of the program, service, or activity, or result in undue financial and administrative burdens to the Boyertown Area Fire Rescue.

#### ***2. How do I request a reasonable accommodation?***

- If you need a reasonable accommodation, please contact the Fire Commissioner at:
  - (610) 369-3777, or
  - fc95@bafr95.org, or
  - the station at 962 North Reading Ave., Boyertown, PA 19512.

#### ***3. Does my request for a reasonable accommodation need to be in writing?***

- No, you do not need to put your request in writing, however, making a written request can be helpful documentation for ensuring that the Boyertown Area Fire Rescue provides the desired accommodation. In addition, you do not need to use the specific words "reasonable accommodations" when making your request.

#### ***4. When should I request a reasonable accommodation?***

- You may request a reasonable accommodation from the Boyertown Area Fire Rescue at any time. However, making the request in advance of a meeting, conference call, or visit will help ensure that the Boyertown Area Fire Rescue is able to fulfill the request for an accommodation. For certain requests, such as requests for sign language interpretation, the Boyertown Area Fire Rescue requests at least two weeks advance notice.

#### ***5. May someone request a reasonable accommodation on my behalf?***

- Yes, anyone can request a reasonable accommodation on behalf of an individual with a disability who seeks to interact with the Boyertown Area Fire Rescue staff or participate in its programs or activities.

**6. What will the Boyertown Area Fire Rescue do upon receiving my request for a reasonable accommodation?**

- The Boyertown Area Fire Rescue may contact you to obtain more information about your request and to better understand your needs. In addition, the Boyertown Area Fire Rescue may review your request to determine:
  - Whether the requested accommodation will be effective in allowing you to participate in the activity or program in which you are seeking participation;
  - Whether the requested accommodation is reasonable, or an equally effective alternative to the requested accommodation is available; and
  - Whether providing you with the requested accommodation would fundamentally alter the nature of the Boyertown Area Fire Rescue's program or impose undue financial or administrative burdens on the Boyertown Area Fire Rescue.

In addition, in some cases, the Boyertown Area Fire Rescue may consult with you in an interactive process to determine on a case-by-case basis what accommodations can be made. If the Boyertown Area Fire Rescue determines that your requested accommodation would fundamentally alter the nature of the program or impose an undue financial or administrative burden, the Boyertown Area Fire Rescue may deny your request. However, in the unlikely event that this occurs, the Boyertown Area Fire Rescue will work with you to identify an alternative accommodation that allows you to effectively participate in Boyertown Area Fire Rescue programs, activities, or services.

**7. May Boyertown Area Fire Rescue request medical documentation from you after receiving your request for a reasonable accommodation?**

- No, Boyertown Area Fire Rescue may not request medical documentation after receiving your request for a reasonable accommodation. The Boyertown Area Fire Rescue's questions will be limited to understanding the barrier to your ability to participate in the program or activity in which you are interested and the nature of an accommodation that will remove this barrier.

**8. May Boyertown Area Fire Rescue charge you the cost of providing the reasonable accommodation?**

- No, you are not responsible for the cost of an auxiliary aid or service the Boyertown Area Fire Rescue provides to you.

**9. What are some examples of reasonable accommodations?**

- There are many types of reasonable accommodations. Some examples of how Boyertown Area Fire Rescue provides reasonable accommodations include:
  - Arranging for qualified sign language interpreters

- Producing alternate formats of print materials in braille, large print, or in an electronic format
- Providing remote conference captioning services
- Furnishing a temporary ramp to access areas with one or more stairs to ensure accessibility for individuals who have physical disabilities and may be using a wheelchair or walker.