

# MACOMB COUNTY HUMAN RESOURCES POLICY

## DISABILITY ACCOMMODATION

The Michigan Persons with Disabilities Civil Rights Act and the Federal Americans with Disabilities Act imposes certain requirements on Macomb County. If an employee qualifies under these Acts, the County will make reasonable accommodations to disabled and/or handicapped employees, if such accommodation does not impose an undue hardship on the County. Medical certification of disability and identification of job restrictions shall be required. Accommodation requests will be processed and a determination will be made based on Federal and State guidelines.

Employees desiring to make a request for an accommodation shall notify the Elected Official/Department Head, Human Resources and Labor Relations or the Office of Corporation Counsel.

If notice is received by the Elected Official/Department Head, he/she shall notify Human Resources and Labor Relations as soon as possible.

Approved:



Office of County Executive



Date