

Reasonable Accommodation

In accordance with the Americans with Disabilities Act (ADA), the RI Civil Rights of People with Disabilities Law (RIGL § 42-87), the Rhode Island Constitution Article 1, Section 2, Personnel Rule 3.092 and 3.096, and all other federal and state disability rights laws, it is the policy of the State of Rhode Island to provide reasonable accommodations for qualified persons with disabilities who are employees or applicants for employment with RI State government. The State of Rhode Island will adhere to all applicable federal and state laws, regulations and guidelines with respect to providing reasonable accommodations as required affording equal opportunity to qualified persons with disabilities. Reasonable accommodations shall be provided in a timely and cost-effective manner.

An applicant seeking a reasonable accommodation during the interview and selection process may contact the agency's appointing authority, human resources officer, or ADA Coordinator and explain his/her need for an accommodation at least five (5) business days prior to the interview or other activity at which (s)he would need the accommodation.

An applicant who has been extended a "conditional offer of employment" by the State shall complete the "Reasonable Accommodation Request" Form (CS-388A) when accepting that offer and return it to the appointing authority (or her/his designee) who will forward it to the agency's ADA Coordinator if the individual needs an accommodation to perform the essential functions of his/her position.

Current employees, including those collecting workers' compensation benefits, should contact their agency's ADA Coordinator and complete the "Reasonable Accommodation Request" Form (CS-388A). The ADA Coordinator may assist the employee in the completion of this form.