



## COURSE

# Disability Protections (ADA)

1st Edition

Inclusion

Respect



## The Basics of ADA Protection and State Disability Laws

Individuals with disabilities are an important segment of our workforce. However, without proper guidance, leaders and managers may inadvertently make mistakes when managing qualified individuals with disabilities. This Course provides insights into the U.S. Americans With Disabilities Act and the Canadian Employment Equity Act, training learners on how to uphold their protections effectively.

### Course Description

This is an ADA Training Course that outlines the rights and protections for individuals with a disability in the workplace. The ADA Training Course covers how to determine if someone is a qualified individual based on the essential job functions and how to engage in the interactive process to determine a reasonable accommodation. This course also covers inclusive hiring and disciplining employees who have a disability - with the goal to be more inclusive of individuals with disabilities in the workplace.

### Key Concepts

- What is a disability?
- Who is a qualified individual with a disability?
- What constitutes an 'essential job function'?
- How to establish an interactive process and meet reasonable accommodation requirements.
- What does inclusive hiring entail?
- When to take disciplinary action as it pertains to employees with disabilities.

### Course Features

- Access to our Anonymous Ask the Expert tool
- Rich video scenarios based on real-world events
- Built-in employee sentiment surveys
- 50+ Machine Translation Options
- Optional program timer
- Policy acknowledgement tool
- Extensive customization options

## VERSIONS

Managers (35 min)

## WHAT'S COVERED

- [ADA \(Americans With Disabilities Act\)](#)
- [AODA \(Association For Ontarians With Disabilities Act\)](#)
- [Business Needs](#)
- [Disabilities](#)
- [FMLA \(Family Medical Leave Act\)](#)
- [Leaves Of Absence](#)
- [Medical Leaves](#)
- [Pregnancy Leave](#)
- [Qualified Individual](#)
- [Reasonable Accommodation](#)

## COURSE EXPERTS

**[Janine Yancey](#)**

Emtrain Founder &amp; Employment Law Expert

## Lessons

### Introduction

An introduction to an inclusive workplace for individuals with disabilities and a discussion of learning objectives.

### Defining Disability and Qualified Individuals

What is the definition of disability and who does the ADA and Canada's Employment Equity Act protect? What impairments are considered a disability and what does it mean to be a qualified individual with a disability?

### Reasonable Accommodations

An employer is required to engage in an interactive process to determine if there's a reasonable accommodation to support an employee with a disability. What does that look like? What is required? What is the process for determining an appropriate accommo

### Discipline and Disabilities

How does a manager deal with an employee with a mental impairment that is impacting the workplace? How about chronic absenteeism? Mishandling discipline can lead to legal headaches.

### The Hiring Process

Job descriptions are often overlooked but critical in determining the essential job functions. Asking the right questions in interviews can help you determine whether an applicant with a disability is qualified for the job.

### Summary Quiz

Let's see what you've learned about managing individuals with disabilities in the workplace.

### Reporting Questions and Our Policy

Review your organization's policy regarding equal employment opportunities, protections for employees with a disability and reasonable accommodations.

### Post-Program Survey

A post-program survey on the learning experience.