



## **Accommodation of Employees with Disabilities**

**Policy Number:** 401

**Categorized:** Human Resources

**Procedure:** 401P

**Responsible Office:** Associate Vice President, Human Resources

**Effective Date:** 09/26/2016

**Date Last Reviewed:** 01/22/2024

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### **1. Scope**

This policy applies to all qualified employees with disabilities who wish to request reasonable accommodation for their disabilities.

### **2. Policy Statement**

Northern Virginia Community College is part of the Virginia Community College System (VCCS) and is governed on most matters of policy by the VCCS State Board for Community Colleges.

Where a VCCS policy exists, Northern Virginia Community College follows this policy in its operations. VCCS Policy 3.14.0 was adopted by the VCCS State Board for Community Colleges and is included in the [VCCS Policy Manual](#).

If you have questions about this policy and/or its application at Northern Virginia Community College, please contact the Responsible Office identified above.

### **3. Authority**

[Americans with Disabilities Act of 1990](#)

[ADA Amendments Act of 2008](#)

[Virginia Community College System \(VCCS\) Policy 3.14.0 - Equal Employment Policy](#)

[Department of Human Resource Management \(DHRM\) Policy 2.05 - Equal Employment Opportunity](#)

[Department of Human Resource Management \(DHRM\) Policy Guide Series #2 - Procedures for Requesting and Identifying Reasonable Accommodation](#)