

Accessibility Plan for Perley Health (2014 – 2021)

In 2014, a multi-year work plan was developed to guide compliance activities related to the requirements of the AODA. The following table provides a summary of the requirements, planned actions, associated deadlines and a report on the status of the requirements.

AODA Requirement	Planned Actions	Deadline	Status (as of May 2022)
<p>TRAINING</p> <p>Provide training to employees, volunteers and other staff members on Ontario’s accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of employees, volunteers and other staff members.</p>	Obtain and load training modules onto SURGE Learning (online learning platform)	<p>January 1, 2015</p>	Completed
	Schedule and train employees as required		<p>Completed & ongoing</p> <p>This is an annual learning requirement</p>
<p>INFORMATION & COMMUNICATION</p> <p>Incorporate accessibility features/consider accessibility for people with disabilities when designing, procuring or acquiring self-service kiosks.</p>	Make compliance with this requirement a criterion for any project to design, procure or acquire self-service kiosks	<p>January 1, 2014</p>	Completed
	Ensure this requirement is complied with as part of such project		Completed & ongoing
<p>INFORMATION & COMMUNICATION</p> <p>Meet internationally-recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level A website requirements in accordance with Ontario’s accessibility laws.</p>	Conduct review of existing website to ensure compliance	<p>January 1, 2014</p>	<p>Completed</p> <p>Website was deemed compliant following initial review</p>
	The Communications Director will ensure any new website(s) and content conform to this standard.		Completed

AODA Requirement	Planned Actions	Deadline	Status (as of May 2022)
<p>INFORMATION & COMMUNICATION</p> <p>Meet internationally-recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements in accordance with Ontario's accessibility laws.</p>	<p>Create a work plan to ensure conformity with this requirement</p>	<p>January 1, 2021</p>	<p>Completed</p> <p>Review conducted of new Perley Health website resulted in corrective action and is now deemed compliant. Process in place to ensure ongoing compliance as content is changed.</p>
<p>INFORMATION & COMMUNICATION</p> <p>Make all publicly available information accessible upon request</p>	<p>Communicate Perley Health's willingness to take reasonable measures to make sure publicly available information is made accessible upon request</p>	<p>January 1, 2016.</p>	<p>Completed</p> <p>Outlined in Accessibility section of Perley Health website</p>
	<p>Evaluate requests for publicly available information to be made upon request, and take reasonable steps to meet such accessibility request</p>		<p>Completed & ongoing</p>
<p>FEEDBACK</p> <p>Make existing feedback processes accessible to people with disabilities upon request</p>	<p>Communicate Perley Health's willingness to ensure feedback processes are accessible for individuals with identified disabilities and take reasonable measures to accommodate the feedback process in order to ensure accessibility.</p>	<p>January 1, 2015</p>	<p>Completed</p> <p>Outlined in Accessibility section of Perley Health website</p>
	<p>Evaluate such request upon receipt, and take reasonable measures to accommodate the feedback process in order to ensure accessibility</p>		<p>Completed & ongoing</p>
<p>EMPLOYMENT</p>	<p>Communicate Perley Health's willingness to accommodate people</p>	<p>January 1, 2015</p>	<p>Completed</p>

AODA Requirement	Planned Actions	Deadline	Status (as of May 2022)
<p>Notify the public and staff that, when requested, Perley Health will accommodate people with disabilities during the recruitment and assessment processes and when people are hired.</p>	<p>with disabilities during such processes and when people are hired in all internal and external job postings</p>		
	<p>Create a standard statement and include in communications regarding recruitment and assessment processes, and when people are hired.</p>		<p>Completed</p>
	<p>Evaluate individual requests for accommodation and take reasonable steps to accommodate people with disabilities during the recruitment and assessment processes and when people are hired, to the point of undue hardship</p>		<p>Completed</p>
<p>EMPLOYMENT</p> <p>Develop and put in place a process for developing individual accommodation plans and return-to-work policies for employees that have been absent due to a disability.</p>	<p>Annually review existing policies and procedures to ensure conformity with this requirement</p> <p>Continue to comply with existing policies and procedures</p>	<p>N/A</p>	<p>Completed & ongoing</p>
<p>EMPLOYMENT</p> <p>Ensure the accessibility needs of employees with disabilities are taken into account if and where Perley Health uses performance management, career development and redeployment processes.</p>	<p>Ensure performance standards for employees who require accommodation are based upon the essential duties of the job.</p> <p>Ensure employees with disabilities are equally eligible for any career development processes adopted at the Perley Health</p> <p>Ensure redeployment processes</p>	<p>N/A</p>	<p>Completed & ongoing</p> <p>A review of policies and practices demonstrated Perley Health already compliant with this requirement prior to development of the AODA workplan</p>

AODA Requirement	Planned Actions	Deadline	Status (as of May 2022)
	include consideration of the accommodation needs of any affected disabled employees		
<p>DESIGN OF PUBLIC SPACES</p> <p>Put procedures in place to prevent service disruptions to the accessible parts of its public spaces</p>	<p>Where any planned and/or non-emergency work or activity takes place at or proximate to its public spaces or access points to its public spaces, the person(s) responsible for such work or activity will be required to take reasonable measures to prevent or minimize the effect of any service disruptions.</p> <p>This requirement will be communicated to Perley Health employees responsible for arranging, conducting, or providing authorization to planned and/or non-emergency work or activities at or proximate to its public spaces or access points to its public spaces</p> <p>In the event of a service disruption, Perley Health will notify the public of the service disruption and alternatives available.</p>	N/A	Completed & ongoing
<p>DESIGN OF PUBLIC SPACES</p> <p>Meet the Accessibility Standards for the Design of Public Spaces when building or making major modifications to public spaces</p>	Continue to meet the requirements	N/A	<p>Completed & ongoing</p> <p>Approval from the Ministry of LTC is required for all new projects/renovation projects; compliance with the AODA must be demonstrated in the application.</p>

For more information on this accessibility plan, please contact:

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Accessible formats of this document are available free upon request.