

► REASONABLE ACCOMMODATIONS

Reasonable accommodations are adjustments or modifications that enable you as a person with T1D to perform the essential functions of your job, while also staying safe. There are many things that you can ask for, and if you decide to ask, here are some suggestions and tips on how and what to ask for.

ACCOMMODATIONS TO ASK FOR

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What are some examples of reasonable accommodations for T1D?

- A private area to check blood sugar levels or administer insulin injections.
- A private place to rest until blood sugar levels become normal.
- Breaks to eat or drink, take medication, or check blood sugar levels.
- Schedule or shift changes to help control blood sugar.
- Time off work for medical appointments or diabetes-related illness.
- Permission to keep food and drink near your workstation.

Does the employer have to provide the specific accommodation(s) you request or prefer?

- No. If more than one accommodation will be effective, your preferred accommodations should be given primary consideration, although the employer is not required to provide your first choice of accommodation. An employer may choose to provide an easier or less costly accommodation as long as it is effective in meeting your needs.

REQUESTING REASONABLE ACCOMMODATIONS

It is entirely up to you whether to request accommodations at work.

Some questions to consider in making this decision include:

- ▶ Are working conditions affecting your glucose control?
(*e.g., is the schedule impacting your ability to check or treat highs and lows?*).
- ▶ Is diabetes affecting your performance and if so, to what extent?
- ▶ Do you feel comfortable raising this issue with your employer? While most employers are legally required by the ADA or comparable state laws to accommodate disabilities, not every employer is required to do so. To find out if your employer is required, look back to the “Acts in Place” chart in the Workplace Rights section of this guide. Only you can decide whether the benefits of raising the issue outweigh the possible repercussions of disclosing your condition. If you have concerns about requesting an accommodation, you should seek guidance from a legal or HR professional (*e.g. the American Diabetes Association, American Civil Liberties Union, or Department of Labor*).

How do I start the reasonable accommodations process? There is no “right way” to request reasonable accommodations. The process of applying for and receiving these accommodations will vary from employer to employer, but you might start with your boss or your HR department. Typically, asking for a meeting or sending an email regarding your needs are both perfectly suitable methods of requesting accommodations. Consider using the form of communication that makes you feel most at ease. If you do not make a request for accommodations, the employer is not obligated to provide them.

Does an employer have to provide reasonable accommodations to a person with T1D? The law requires it unless (1) you are not able to perform the essential functions of your job even with an accommodation or (2) providing the accommodation causes the employer an undue hardship. Undue hardship means that providing the reasonable accommodation will result in significant difficulty or expense to the employer. An employer also does not have to eliminate an essential function of a job as a reasonable accommodation, tolerate performance that does not meet its standards, or excuse violations of conduct rules that are job-related (*such as rules prohibiting violence, threatening behavior, theft, or destruction of property*).