

CREATING AN INCLUSIVE WORKPLACE FOR A DISABLED EMPLOYEE

Our Brands

Ai Squared *Freedom Scientific* Optelec THEPACIELLOGROUP

PRESENTER PROFILE

- 25 Years serving people with disabilities
- Subject Matter Expert in accessibility and assistive technology
- User of assistive technology
- Supported industries include: Financial, Healthcare, Government, Education, Travel, etc.



Our Brands

Ai Squared *Freedom*
Scientific

Optelec THE PACIELLO GROUP

ASSEMBLE A TEAM



- **Human Resources Department**
- **Hiring Manager**
- **IT Department**
 - Accessibility of tools & AT integration
- **Purchasing Department**
 - Buy Accessible Technology & Services
- **Legal Department**
 - Understand responsibilities



Our Brands

Ai Squared

Freedom
Scientific

Optelec THE PACIELLO GROUP

STEPS TO SUCCESS

- 1. Define duties and responsibilities**
 - Focus on functions of the job
- 2. Accessible Hiring Tools & Internal Systems**
 - Application Forms & Timesheets
 - Electronic Documents
- 3. Accessibility Laws & Requirements**
 - Americans with Disabilities Act (ADA)
- 4. Disability Awareness Training**



— Our Brands —
Ai Squared *Freedom*
 Scientific
Optelec THE PACIELLO GROUP

TECHNOLOGY



- **Identify employee's' Needs**
 - Accessible Technology (AT)
 - Hardware
 - Software
- **AT in Configuration Management Process**
- **Test Applications & Remediate**
- **Last Resort - Application specific Scripting**



Our Brands

Ai Squared *Freedom*
Scientific

Optelec THE PACIELLO GROUP

TRAINING

- Accessible Training Materials
 - Orientation Videos
 - Web Content
 - Documents (MS Word, PDF, PowerPoint)
- Design with Accessibility in Mind
 - Save time and money



Our Brands

Ai Squared *Freedom*
Scientific

Optelec THE PACIELLO GROUP

BOTTOM LINE



- Start planning **NOW**
- Have resources in place – Day 1
- Treat people with disabilities with same
- We can help!



Our Brands

Ai Squared *Freedom*
Scientific

Optelec THE PACIELLO GROUP

VFO BRANDS



— Our Brands —

Ai Squared *Freedom*
Scientific[®]

Optelec THEPACIELLOGROUP



— Our Brands —

Ai Squared *Freedom*
Scientific

Optelec THEPACIELLOGROUP