

BONA VISTA PROGRAMS, INC

ACCESSIBILITY PLAN



**Bona Vista Programs, Inc.
Accessibility Plan**

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Executive Summary

The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation.

Bona Vista Programs, Inc. is committed to compliance with the provisions of this act and prohibits discrimination against prospective Board of Directors, volunteers, applicants, and employees with disabilities in appointment, hiring, promotion, discharge, pay, job training, fringe benefits and other areas of employment or program participation. The agency's commitment to this act parallels our compliance with other laws of the United States to provide equal opportunity employment.

Commitment to Accessibility

Bona Vista Programs, Inc. (the agency) will make reasonable accommodations to known physical or mental limitations of an otherwise qualified individual with a disability who is a program applicant, staff applicant, Director or employee unless such accommodations would impose an undue hardship on the operation of the programs and services of the organization.

The agency will promote and support individual and corporate involvement in organizations and activities that encourage education, awareness, advocacy and sensitivity towards persons with disabilities while fostering opportunity for these individuals.

The agency will pursue the goal of making all programs and services available to otherwise qualified individuals and disabilities.

Facility Accessibility

Bona Vista's headquarters at 1220 E. Laguna, Kokomo, Indiana and Peru location at 105 South Benton Street are accessible. The location at 1226 E. Hoffer St., Kokomo is also accessible. This includes parking, routes of travel, entrances, restrooms, interior circulation, offices and meeting rooms.

Bona Vista at the Crossing, 1221 S. Plate St., Kokomo, is accessible on the main level including parking, routes of travel, entrances, restrooms, offices and meeting rooms. The second floor, mezzanine level, which houses non-public business office space is reached by stairs with acceptable tread, height and railing configurations. Second level office space meets interior circulation ADA guidelines (and their amendments thereto). Fully accessible office space is available on the ground level.

In Kokomo, employment service offices of Workforce Diversity and child care resource and referral services of Child Care Solutions are provided at 123 N. Buckeye St. This building is accessible, including use of an elevator and on-street parking.

In Noblesville and Logansport, employment services offered at 300 E., Suite 105, Logansport and 593 Westfield Boulevard, Noblesville, respectively are totally accessible. This includes parking, routes of travel, entrances, restrooms, interior circulation, offices and meeting rooms.

Plan Purpose, Goals and Objectives

The purpose of this plan is to assist with the identification of barriers to accessibility, planning, implementation, and monitoring of accessibility to support the delivery of quality services and the full inclusion of individuals with disabilities in the community.

It is the goal of Bona Vista Programs, Inc. to achieve an inclusive and diverse environment. Bona Vista Programs, Inc. is an aggressive advocate for clients and patients of all physical, mental, and emotional levels and is diverse enough to:

- Demonstrate value for people with limitations.
- Eliminate biases that may exist in the workforce.

The goal of this plan is to provide barrier-free access to services and supports for persons served, employees, and all other stakeholders.

The objectives of this plan include, but not limited to, the following:

- Promoting the identification and removal of barriers to full accessibility.
- Establishing a process to identify barriers and gaps on existing services and facilities.
- Continuously improve the level of accessibility of services and facilities.
- Allocating resources to address the identified barriers.
- Ensuring that remodeling projects and new construction meets ADA requirements as applicable.

Identifying Barriers

Bona Vista Programs, Inc. recognizes the continued success in meeting the needs of our clients and customers, both internal and external, requires the elimination of barriers and the full and active participation of individuals regardless of gender, race, ethnic origin, financial position, disability, or age.

A barrier to accessibility is defined as anything that keeps someone with a disability from fully participating in all aspects of society because of their disability.

For the purpose of this plan, the following barriers have been identified:

- Architecture - architectural barriers include, but are not limited to, steps that deny access to the building for an individual in a wheelchair; narrow doorways that need widened; bathrooms that need to be made accessible; absence of lights and alarms; and absence of signs in Braille for the visually impaired.
- Environment – environmental barriers include any location or characteristic of the setting that compromises, hinders, or impedes service delivery and the benefits to be gained.
- Attitudes – attitudinal barriers include, but are not limited to, terminology and language used in its literature, or when communicating with persons with disabilities, other stakeholders and the public; individuals with disabilities being viewed as treated as incompetent, not valuable, and inferior; the person served is not invited or encouraged to share their input; and an organization intentionally or inadvertently creates barriers for individuals with specific types of disabilities.

Identifying Barriers

- Communication – barriers to communication, include but are not limited to, information not being provided in an accessible and understandable format for the person served; not providing technological assistance such as TTY, video phone, and closed captioning.
- Transportation - transportation barriers include a lack of lift to help an individual in and out of a vehicle; and individuals not unable to reach service locations or participate in the full range of services, supports, and activities offered.
- Community Integration – community integration barriers are any barriers that would prevent the person served from returning to full participation in their community of choice.

Implementation, Monitoring and Reporting

Bona Vista Programs, Inc. is committed to the full implementation of a viable and sustainable accessibility plan. Bona Vista Program's, Inc. recognizes that accessibility is critical to the quality of life of persons served and their full inclusion in the community as well as providing full access to the workplace for employees and other stakeholders.

The Accessibility Committee will develop the tools and procedures needed to successfully implement this plan and ensure on-going attention and focus to accessibility related issues. The results and findings of these practices and procedures will be used to create a quarterly status report of what has been accomplished and what still needs to be accomplished. The committee will also plan, develop and deliver training to employees regarding the agency's commitment to accessibility and our plans to identify and address barriers.

To ensure the completion of the tasks identified above, the Accessibility Committee will continue to meet, at a minimum, of at least six (6) times per year to monitor the implementation of this plan as well as to address or fulfill other accessibility related obligations. Additionally, the agency's Board of Directors will annually review the Policy on Disabilities and approve revisions based on recommendations from administrative personnel.