



RAGLAN VILLAGE RETIREMENT RESIDENCE  
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<b>General: Accessibility Plans</b>					
<p>a. Establish, implement, maintain and document a multi-year accessibility plan, which outlines the Raglan Village strategy to prevent and remove barriers and meet requirements of IAS.</p> <p>b. Post the accessibility plan on the website, if any, and provide the plan in an accessible format upon request.</p> <p>c. Review and update the accessibility plan at least once every five years.</p>	Multi-Year Plan	January 1, 2014	Yes		Ongoing review as required.
<b>General: Training</b>					
<p>a. Provide training on the requirements of the accessibility standards referred to in the IAS and the Human Rights Code as it pertains to persons with disabilities to:</p> <ul style="list-style-type: none"> <li>➤ All employees and volunteers</li> <li>➤ All persons who participate in developing the organization’s policies</li> <li>➤ All other persons who provide goods, services or facilities on behalf of the organization</li> </ul> <p>b. The training required in subsection 1 is appropriate to the duties of employees, volunteers and other persons</p> <p>c. Training is done as soon as practicable</p>	<p>ORCA Learning Centre:</p> <p>AODA-Promoting Employment Standards and AODA-Promoting Customer Service and Design of Public Spaces online modules</p> <p>ORCA Learning Centre online policy reviews and hard copy policy postings</p>	January 1, 2015	Yes		

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<p>d. Training is provided on changes to policies and on an ongoing basis</p> <p>e. Training records are maintained for all training, including the date of training and the number of individuals in attendance.</p>					
<b>General: Compliance Reporting</b>					
<p>a. Ensure Raglan Village files online compliance reports in accordance with the Schedule established under IAS.</p>	<p>2017 Accessibility Compliance Report complete</p>	<p>Dec. 31, 2014 and every 3 years thereafter.</p>	<p>Yes</p>		
<b>Information and Communications Standards: Feedback</b>					
<p>a. Ensure Raglan Village’s processes for receiving and responding to feedback are accessible to person with disabilities by providing or arranging for accessible formats and communication supports upon request.</p> <p>b. Notify the public about the availability of accessible formats and communication supports.</p>	<p>Acquired in person, email, phone, comment box, website, posted complaints procedure or by mail.</p> <p>AODA policy posted, on website and in Resident Handbook</p>	<p>January 1, 2015</p>	<p>Yes</p> <p>Yes</p>		
<b>Information and Communications Standards: Accessible Formats and Communication Supports</b>					



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➤ Level AA		AA)			
<b>Employment Standards: Recruitment, General</b>					
a. Notify employees and the public about the availability of accommodations for applicants with disabilities in Raglan Village’s recruitment process.	Orientation Checklist & Job Postings  Website, posted policy (s), Resident Handbook	January 1, 2016	Yes  Yes		
<b>Employment Standards: Recruitment, Assessment or Selection Process</b>					
a. During recruitment process, notify job applicants, when they are individually selected to participate in an assessment or selection process that accommodations are available upon request in relation to the materials or processes to be used.  b. If the selected applicant requests accommodation, consult with the applicant and provide or arrange for the provision of a suitable accommodation in a manner that takes into account the applicant’s accessibility needs.	IAP & RTW policy	January 1, 2016	Yes		
<b>Employment Standards: Notice to Successful Applicants</b>					





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<p>a. Provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary and the employer is aware of the need for accommodation due to the employee’s disability.</p> <p>b. If the employee provides consent, provide the employee’s individualized workplace emergency response information to another person designated by the employer to provide assistance to the employee.</p> <p>c. Review the individualized workplace emergency response information when:</p> <ul style="list-style-type: none"> <li>i. the employee moves to a different work location;</li> <li>ii. the employee’s overall accommodation needs or plans are reviewed; and</li> <li>iii. when the employer reviews its general emergency response information.</li> </ul>	<p>IAP &amp; RTW policy</p>	<p>January 1, 2012</p>	<p>Yes</p>		
<p><b>Employment Standards: Documented Individual Accommodation Plans</b></p>					
<p>a. Develop and have in place a written process for the development of documented individual accommodation plans for employees with disabilities that includes all of the considerations set out in section 28(2) and (3) of the IAS.</p>	<p>IAP &amp; RTW policy</p>	<p>January 1, 2016</p>	<p>Yes</p>		

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<b>Employment Standards: Return to Work Process</b>					
<p>a. Develop and have a documented a return to work process employees who have been absent from work due to a disability and who require disability-related accommodations in order to return to work.</p> <p>b. Ensure the return to work process outlines Raglan Village will take to facilitate the employee’s return to work and that it uses documented individual accommodation plans, if any.</p>	IAP & RTW policy	January 1, 2016	Yes		
<b>Employment Standards: Performance Management</b>					
<p>a. Take into account the accessibility needs of employees with disabilities, as well as individual accommodation plans, when applying performance management.</p>	AODA policy and IAP & RTW policy	January 1, 2016	Yes		
<b>Employment Standards: Career Development and Advancement</b>					
<p>a. Take into account the accessibility needs of employees with disabilities as well as any individual accommodation plans, when providing opportunities for career development and advancement to employees with disabilities.</p>	IAP & RTW policy and AODA policy	January 1, 2016	Yes		
<b>Employment Standards: Redeployment</b>					

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<p>a. Take into account the accessibility needs of employees with disabilities, as well as individual accommodation plans, when redeploying employees with disabilities.</p>	<p>IAP &amp; RTW policy and AODA policy</p>	<p>January 1, 2016</p>	<p>Yes</p>		
<p><b>Design of Public Spaces Standards: Redeployment</b></p>					
<p>b. Ensure that construction and/or redevelopment of public spaces covered by the IAS complies with applicable accessibility requirements.</p>	<p>Comply with Built Environment Standards when undertaking new construction and redevelopment of public spaces.</p>	<p>January 1, 2017</p>	<p>Yes</p>		

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