

# Employment & the Americans with Disabilities Act (ADA)

## Am I protected by the ADA at work?

If your body or brain works differently than most people, making it harder or impossible for you to do things like hear, see, speak, think, walk or breathe, you are likely protected by the ADA. This includes:

### Disabilities you can see:



### Disabilities you cannot see:



You are also protected and have rights if:

- You used to have a disability (but don't anymore)
- You never had a disability, but someone thinks you do

## How am I protected?

The ADA protects you when you apply for a job and at work. At work, this covers:

- Pay
- Hiring
- Firing
- Leave
- Promotions
- Benefits
- Training
- Reasonable accommodations

Most times, an employer must give you a "reasonable accommodation" so you can apply for or do your job. This could include a change to:

- How you do your job
- The workplace
- The way things are usually done

### Examples:

- Flexible work schedule
- Assistive technology
- Written instructions
- Rest breaks
- Adding a ramp



Under the ADA, "leave" means taking time off from work if your disability gets worse or you get sick.

## How do I ask for an accommodation?



- 1 Let your employer know. You do not need a special form, but it's best to put it in writing. Check your employee handbook to see who should get your request.
- 2 Your employer should talk to you about what you need.
- 3 If your employer says it costs too much, they should work with you to find another option.



If you ask for a reasonable accommodation, in most cases your employer must give it to you. But you need to be able to do the job you were hired to do.

**Questions?** The Pacific ADA Center answers questions and provides information about the ADA:

- 800-949-4232 (Voice/Relay)
- [info@adapacific.org](mailto:info@adapacific.org)
- <https://www.adapacific.org>

