

Office of Accessibility Services

Overview of Services for Employees

The Role of OAS

- Provide reasonable accommodations for employees with disabilities to have equal access and enable them to perform the essential functions of the job.
- To promote and participate in an interactive process to understand the barrier employees are experiencing.
- Work with employees to develop an individualized plan to support their accommodation needs.
- Engage with supervisors on best practices for adhering to guidelines of the Americans with Disabilities Act (ADA) and the 504 Rehabilitation Act.
- Maintain and protect the confidentiality of all employee records.

Description of Services

Assistive Technology

Alternative Formats

Adaptive Equipment

Auxiliary Aid

Voice Recognition Software Screen

Readers/Magnifiers

Interpreting Services

Physical Setting

Work Space Modifications

Ergonomic Workstation

Flexible Work Schedule/Telework

Note: These are some of the services offered. Some accommodations/services are provided on an individualized and case-by-case basis.

Registering with OAS

The Office of Accessibility Services (OAS) provides services for employees with documented disabilities at The College of Staten Island. To register with OAS, employees should complete the following:

- Submit supporting documentation, as per CUNY Documentation Guidelines.
- Schedule an appointment for an intake with an Employee Accommodation Specialist to determine if eligible accommodations.

For additional information on OAS, please visit our webpage

Staff and Faculty Campus Emergency Evacuation Form

The completion of this form is voluntary and confidential. The information that you provide will be maintained in The Office of Accessibility Services. Some of the information provided on this form will be shared with The Public Safety Office in the form of Employee name, location, and type of evacuation support needed. **You do not need to specify the type of disability that you have on this form. *** Do Not Complete this form if you don't need assistance evacuating in the event of an emergency.*** This is only for staff/faculty with disabilities who need support in case of an emergency.**

[Staff and Faculty Campus Emergency Evacuation Form](#)