

# JORDAN VALLEY EMS AUTHORITY POLICY

**POLICY #:** 106.7.1.3

**SUBJECT:** EQUAL OPPORTUNITY

**CAAS STANDARD:** 106.7.1.3

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## **SCOPE:**

All employees:

## **PURPOSE:**

The purpose of this policy is to establish that Jordan Valley EMS Authority is an equal opportunity employer. .

## **POLICY:**

The Jordan Valley EMS Authority is, and will continue to be, morally and legally committed to the principle of equal employment opportunity. It is our policy to ensure that all persons are treated without regard to their race, creed, color, national origin, age, sex, marital status, familial status, affectional preference, height, weight, veteran status, liability for service in the armed forces, or a handicap which is unrelated to the individual's ability to perform the job. All decisions regarding employment and all other personnel actions are made or administered according to these principles. Employees needing accommodations for disabilities must follow the procedure below.

## **PROCEDURE:**

Employees who feel that accommodation is necessary to perform their job must notify the JVEMSA in writing of the need for reasonable accommodation within 182 days after the date the employee knew or reasonably should have known that an accommodation was needed. Such requests will be reviewed and granted under to following circumstances:

- The accommodations requested will not interfere with the ability of the employee, or other employees, to do the essential functions of their job.
- The accommodations requested will not create an unsafe working environment for the employee requesting said accommodations, other employees, patients, clients or the general public.
- The accommodation will not require the Authority to be in violation of any Local, State, or Federal laws, rules or protocols governing operations of the business.
- The accommodation is reasonable and will not cause severe financial hardship to the Authority.

Documentation of requests for accommodation will be maintained in the employees personnel file.

## **POLICY HISTORY:**

Implemented February 1, 2015

Reviewed