



Ticket to Work and Reasonable Accommodations: Support on Your Journey to Employment

Date: Wednesday, July 19
Time: 3-4:30 p.m. ET

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Agenda

Welcome and Introductions

Moderator: Nancy Boutot, NDI Consulting

Presenters: Marlene Ulisky, National Disability Institute Consulting
Sarah Small, Job Accommodation Network (JAN)
Melanie Whetzel, Job Accommodation Network (JAN)

Topics

- Social Security Disability Benefits
- The Ticket to Work Program
- Work Incentives
- The Job Accommodation Network
- Disclosing Your Disability
- Job Accommodations – Options and Examples
- Other Resources
- Questions and Answers

Social Security Disability Benefits



Social Security Disability Benefit Programs



Social
Security
Disability
Insurance

Social Security Disability Benefit Programs



Supplemental
Security
Income

Social Security Disability Benefit Programs



Social
Security
Disability
Insurance



Supplemental
Security
Income

Starting the Journey

Only you can decide if work is the right choice for you.



Why Choose Work?

- Earn more income
- Gain independence
- Meet new people
- Learn new skills
- Reach your goal



What Is the Ticket to Work Program?

Ticket to Work:

- Supports career development for people with disabilities who want to work
- Is for Social Security disability beneficiaries age 18 through 64
- Is free and voluntary



Taking the Next Step

- Gathering information and resources is key to planning your journey toward employment.
- Ticket to Work and Work Incentives can help make your journey a smooth one.



For More Information

Call the Ticket to Work Help Line (8 a.m. – 8 p.m. ET):

- 1-866-968-7842
- 1-866-833-2967 (TTY)

Visit the Ticket to Work Site:

- www.ssa.gov/work



Work Incentives



Work Incentives

Work Incentives are special rules that allow you to:

- Receive training for new skills
- Improve the skills you already have
- Pursue your education
- Try different jobs
- Start a career
- Gain confidence



What is the Job Accommodation Network?

JAN
Job Accommodation Network

What is the Job Accommodation Network (JAN)?

JAN:

- Was established in 1983 as a national, free service
- Specializes in job accommodations and the employment provisions of the Americans with Disabilities Act (ADA)
- Assists with the interactive process
- Gives targeted technical assistance



JAN
Job Accommodation Network

What is JAN? (Slide 2 of 3)

JAN:

- Provides comprehensive resources
- Maintains confidentiality
- Communicates via telephone, chat, text, TTY, relay, email, and social networks
- Offers live and archived training
- Works as your partner

JAN
Job Accommodation Network

What is JAN? (Slide 3 of 3)

JAN has:

- More than 200 publications
- A comprehensive website
 - SOAR AskJAN.org/soar/
 - ADA Library AskJAN.org/links/adalinks.htm
 - A to Z AskJAN.org/links/atoz.htm
 - JAN on Demand AskJAN.org/JANonDemand.htm
 - JAN en Español AskJAN.org/espanol/index.htm
 - JAN Updates AskJAN.org/new/index.htm
 - JAN Chat AskJAN.org

 **JAN**
Job Accommodation Network

Using JAN

JAN can provide assistance with:

- Job accommodations
- Americans With Disabilities Act (ADA)/Rehabilitation Act
- Self-employment

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Job Accommodation Network

Using JAN (Slide 2 of 3)

JAN:

- Has more than 25 years of experience
- Free
- National
- Easy to use

The logo for JAN (Job Accommodation Network) features the word "JAN" in a large, blue, serif font. Below it, the words "Job Accommodation Network" are written in a smaller, blue, sans-serif font.

Using JAN (Slide 3 of 3)

JAN assists:

- Employers
- Individuals
- Service Providers
- Others

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Consultant Teams

JAN has four consultant teams:

- Motor Team
- Cognitive/Neurological Team
- Sensory Team
- Entrepreneurship Team



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Job Accommodation Network

ADA LIBRARY
PUBLICATIONS AND RESOURCES
SEARCH ACCOMMODATIONS DATABASE
A-Z OF DISABILITIES AND ACCOMMODATIONS
NEWS

JAN

Job Accommodation Network

Search

Hot Topics
How to Use this Site

JAN en Español
 Print this Page
 A A A Text Size

ASK JAN

If you have a question about workplace accommodations or the Americans with Disabilities Act (ADA) and related legislation, we can help.



1 2 3 4 5 6 7 8
MEET THOMAS

Connect with JAN

(800)526-7234 (Voice) (877)781-9403 (TTY)

- Email JAN
- Subscribe to Newsletters
- Share Through Your Social Networks
- Newsletter

- Live Help
- Link to Us
- RSS Feed
- Webcasts



FOR EMPLOYERS

- Private Employers
- Federal Employers
- State & Local Government



FOR INDIVIDUALS

- Employees
- Job Seekers
- Entrepreneurs



FOR OTHERS

- Rehabilitation & Medical Professionals
- Union Representatives
- Attorneys & Legal Representatives

About JAN ▾
Frequently Asked Questions ▾
Training ▾



A service of the Office of
Disability Employment Policy,
U.S. Department of Labor



The Campaign for
Disability Employment



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Talking About Your Disability

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Talking About Your Disability: Why Disclose?

You might think about telling an employer about your disability to:

- Ask for a job accommodation
- Receive benefits or privileges of employment
- Explain an unusual circumstance

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Talking about Your Disability: How to Disclose

An individual **must** let their employer know if an adjustment or change at work is needed for a reason related to a medical condition.

To request an accommodation, an individual:

- Can use "plain English"
- Does not need to mention the ADA
- Does not need to use the phrase "reasonable accommodation"



Talking about Your Disability: How to Disclose (Continued)

Verbally or in writing, tell the:

- Employer
- Supervisor
- HR representative
- Other appropriate person

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Disclosure Examples

Ronisha, who has severe depression, has been written up after several verbal warnings for inappropriate conduct.

She is placed on a 30 day plan of improvement and warned that if the behavior doesn't stop within the stated time period, she will be let go.

She decides to disclose and ask for accommodations to assist her in responding more appropriately to co-workers.

Disclosure Examples

Estelle needs to disclose her disability so she can ask for an accommodation of a flexible schedule while she adjusts to new medication.

She is having sleep difficulties and has been late 3 days in a row. She is wary of disclosing her medical condition but doesn't want her employer to take disciplinary action.

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OPTIONS: Job Accommodations

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Examples of Accommodations: Purchasing or Modifying Equipment or Products

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Example: Purchasing or Modifying Equipment or Products

- A front desk clerk had difficulty checking badges, finding commonly called phone numbers from a chart, and then dialing the numbers correctly to announce the visitor.

Accommodation

- The employee was provided a large-button phone with photos inserted in place of the numbers. The numbers were programmed in, so the employee only had to press the photo button of the person he was calling for the call to go through.

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Examples of Accommodations: Making the Work-site Accessible



Example: Making the Work-site Accessible

- An office worker was having difficulty with balance and coordination and walking steadily due to a brain injury. The employer had observed her falling a couple of times on the way to the printer/fax room and restroom.

Accommodation

- The employee was provided with handrails to/from her workspace and the common areas, her own printer and fax, and her workstation set-up was changed for easier access to files, materials, and equipment.

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Examples of Accommodations: Job Restructuring

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Example: Job Restructuring

- A member of a cleaning crew who has epilepsy is restricted from working on a ladder. He can perform all of the functions of his job except for the task of maintaining the overhead lighting fixtures.

Accommodation

- The job tasks of a second crew member include cleaning a small kitchen in the employee's lounge, which is a task the first crew member can perform. The employer switched these specific tasks performed by the two crew members.

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Examples of Accommodations: Modifying Schedule & Allowing Leave



Example: Modified Schedule / Leave Time

- A city employee with Autism Spectrum Disorder (ASD) and a sleep disorder was often tardy for work due to taking public transportation.

Accommodation

- The employer provided a flexible schedule to accommodate for variations in public transportation schedules.

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Examples of Accommodations: Modifying Policies



Example: Modifying Policies

- An employee with a major depressive disorder has difficulty attending large meetings.

Accommodation

- The employee was permitted to attend meetings by phone conferencing so that he was provided the same benefit of the information gained from the meetings that everyone else experienced.

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Examples of Accommodations: Providing Readers, Interpreters, and Job Coaches



Example: Providing Readers, Interpreters, & Coaches

- A food service worker in a restaurant preps food. He is able to complete job tasks but talks incessantly to his coworkers about personal issues. His conduct interferes with work and makes coworkers uncomfortable.

Accommodation

- A job coach teaches the employee how to talk about impersonal topics (like the weather) and how to focus conversations on work tasks. The coach then helps the employee apply the new skills directly on the job, fading out direct involvement after a couple of months.

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Examples of Accommodations: Reassignment



Example: Reassignment

- A cashier encountered extreme difficulty counting back change accurately after the automatic change counter was removed.

Accommodation

- When no effective accommodation could be provided, the employee was reassigned to a deli position where there would be no handling of money.

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JAN and Self-Employment



Overview: Self-Employment Team



The JAN Self-Employment Team can provide:

- Detailed intake process
- Individualized consulting and resource materials
- Local, state, and national resources
- Ongoing electronic and telephone access and support
not case management
- JAN entrepreneurship website access
- For-profit, non-profit, customized self-employment, home-based business, microenterprise, and independent contracting

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Overview: Self-Employment Team (Slide 2 of 3)

The JAN Self-Employment Team can provide information on:

- Self-employment/small business programs for people with disabilities
- Idea development, discovery process, and feasibility
- Business planning
- Low-cost marketing strategies

Overview: Self-Employment Team (Slide 3 of 3)

The JAN Self-Employment Team can provide information on:

- Business legal structures
- Social Security benefits planning
- Financing options including asset development
- Health and business insurance
- Tax issues (including tax credits)
- Mentorship and coaching

Additional Resources

Contact JAN

- By phone: (800) 526-7234 (V) or (877) 781-9403 (TTY)
- Online: AskJAN.org
- By email: jan@AskJAN.org
- By text: (304) 526-8189
- By Skype: janconsultants

Find Help Tool

Visit: www.choosework.net/findhelp/
to search for the right service provider for you.

Search by:

- ZIP code
- Services offered
- Disability type
- Languages spoken
- Provider type (EN, Workforce EN, VR, Work Incentives Planning, and Assistance or Protection and Advocacy for Beneficiaries of Social Security)

For More Information



Call the Ticket to Work Help Line:

1-866-968-7842

1-866-833-2967 (TTY)

Visit the Ticket to Work Site:

www.ssa.gov/work

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Date: Wednesday, August 23, 2017

Time: 3-4:30 p.m. ET

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Questions?



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www.choosework.net/surveys/wise.

