

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

EMPLOYEE/APPLICANT REQUEST FOR A.D.A. ACCOMMODATIONS

Debra P. Pace, Superintendent
ADA Coordinator Tammy Cope-Otterson
Human Resources and Employee Relations
817 Bill Beck Boulevard, Kissimmee, Florida, 34744-4492
Phone: 407-870-4093 Fax: 407-870-4086

Employees requesting a reasonable accommodation pursuant to the Americans with Disabilities Act are asked to provide the "Medical Certification of an ADA Qualifying Event" and/or medical documentation from the treating physician certifying that the employee is eligible to receive an accommodation, what type of accommodation(s), and the effective dates.

Employee/Applicant Name: _____

Employee/Applicant Address: _____

Home/Cell Phone Number: _____

Check one of the following options:

DISTRICT EMPLOYEE Facility Name/Number: _____

Position Held: _____

DISTRICT APPLICANT Position Applying For: _____

Does this request involve a Workers' Compensation Claim? Yes No

I request the following specific accommodations (additional information may be attached).

Effective Start Date: _____ End Date: _____

Description: _____

Request must be forwarded within 72 hours in advance of the requested accommodations to:

The School District of Osceola County, Florida
Tammy Cope-Otterson, ADA Coordinator
Human Resources and Employee Relations
817 Bill Beck Boulevard, Kissimmee, Florida 34744
Phone: 407-870-4093 Fax: 407-870-4086