LOCAL AGENCY 504 EVALUATION

Section I - Agency Identification

Name and Address of Local Agency:

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Name and Address of WIC Clinic:

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Date evaluation conducted:

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Name/title of person(s) conducting evaluation:

_____

Name/address of person(s) with a disability or organizations assisting in evaluation:

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Section II - Program Accessibility

Are all services accessible to people with disabilities?

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In selecting alternative plans to make programs more accessible, has priority been given to methods that allow people with disabilities to participate in Program activities in the most integrated setting appropriate?

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Was the evaluation conducted with the assistance of people with disabilities or organizations representing people with disabilities?

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Is there a procedure for informing persons, including those with impaired vision or hearing, about the existence and location of accessible programs and activities?

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Are there procedures to insure that qualified people with disabilities are not denied benefits or services solely on the basis of disability?

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Are there procedures to ensure that separate services or benefits to people with disabilities are allowed only when the separate services or benefits are necessary to provide a given person with a disability with an equal level of effectiveness as that provided to others?

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Are notice provisions sufficient to ensure that people with impaired sensory or speaking skill receive effective communication?

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Have local policies been reviewed to ensure that none of them would discriminate against the person with a disability?

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Are any local policies developed that deal with the provision of services to the person with a disability? (If yes, please attach copies).

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Section III - Building Accessibility Checklist

The below listed items are very detailed and some may not apply to this WIC clinic. Evaluate the WIC clinic as to its accessibility to people with disabilities for them to receive Program services.

Building Site	Yes	No	N/A
Does the grading of the building site allow the approaches to the building to be substantially level?			
Is there parking within 200 feet of the building entrance?			
Is any of the parking reserved for the person with a disability?			
Are any parking spaces open on one side to allow easy access for wheelchairs and for people who use braces to get in and out of the automobile?			
Are parking spaces on level ground?			

Are there ramps or level spaces to allow people to enter the building without crossing a curb?			

Walk Ways	Yes	No	N/A
Are walks at least 48 inches wide?			
Is the gradient not greater than a 1 foot rise in 20 feet (5%)?			
Are walks without interruption (steps or abrupt changes in level)?			
Do walks have non-slip surfaces?			

Building - Ramps	Yes	No	N/A
Do ramps have a slope no greater than a 1-foot rise in 12 feet (8.33%)?			
If ramps are steeper than a 5% gradient rise, are handrails provided?			
If there are handrails, are they at least 32 inches above ramp surface?			
Are the ramp surfaces smooth?			
Do the handrails extend 1-foot beyond the top and bottom of the ramp?			
Are the ramp surfaces non-slip?			
Do ramps have a 6-foot clearance at the bottom?			

Building - Entrances/Exits	Yes	No	N/A
Is at least one entrance to the building accessible to people in wheelchairs?			
Is at least one entrance accessible to wheelchairs on a level that would make the elevators accessible?			
Building - Doors and Doorways	Yes	No	N/A
Do doors have a clear opening at least thirty-two inches wide?			
Can doors be opened by a single effort?			
Is the floor of the doorway level within 5 feet from the door in the direction it swings?			
Are sharp inclines and abrupt changes in levels avoided at door sill?			
Does the speed of door closer allow the use of doors by people with disabilities?			

Building - Stairs and Steps	Yes	No	N/A
Do the steps avoid protruding lips at the edge of each step?			
Do stairs have handrails at least 32-inches above step level?			

Do stairs have at least 1 handrail that extends at least 18 inches beyond the top and bottom step.			
Do steps have risers 7-inches or less?			

Building - Elevators	Yes	No	N/A
If more than a one-story building, are elevators available to person with a disability?			
Can people with disabilities, particularly in wheelchairs, enter the elevator?			
Are outside call buttons 48-inches or less from the floor?			
Are control buttons inside 48-inches or less from the floor?			
Are the buttons labeled with raised (or indented) letter beside them?			
Are they touch sensitive and easy to push?			
Is the elevator cab at least 5 X 5 feet?			

Building - Floors	Yes	No	N/A
Do floors have non-slip surface?			
Are floors on each story at a common level or connected by a ramp?			

Building - Restrooms	Yes	No	N/A
Is there at least 1 toilet with facilities for the person with a disability?			
Can people with disabilities, particularly in wheelchairs, enter the restroom?			
Do toilet rooms have turning space 60 X 60 inches for individuals in wheelchairs?			
Do toilet rooms that have at least one toilet stall that: is 3 feet wide; is at least 4 feet 8 inches deep; has a door that is 32 inches wide and swings out; has a handrail on each side, 33 inches high and parallel to floor, 1- ½ inches in diameter, with 1-1/2 inches between rail and wall fastened securely to wall at the ends and center?			
Do toilet rooms have wash basins with narrow aprons, which when mounted a standard height are no greater than 34 inches at the top and which have a clearance underneath of 29 inches?			
Are disposal units mounted no higher than 40 inches from the floor?			

Building - Hazards	Yes	No	N/A
Is lighting on ramps adequate?			
Are exit signs easily identifiable to all people with disabilities?			

Section IV - Overall Evaluation

Is this WIC clinic accessible to people with disabilities?

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If not, is there an alternative method of service developed? Is the alternative method of service posted or publicized in such a manner that potential participants are aware of the alternatives?

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