

# Three Rivers District Health Department & Home Health Agency

510 South Main Street  
Owenton, Kentucky 40359  
PH: (502) 484-3412  
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## Americans with Disabilities Act Self-Audit

*December 21, 2011*

The management staff of Three Rivers District Health Department (TRDHD) independently completed an Americans with Disabilities Act (ADA) self-audit on the district office building, located in Owen County. While TRDHD implements and enforces ADA requirements, a few areas have been identified as needing improvement. The areas that need improvement and the actions that will be taken to meet the ADA regulation requirements are listed below.

- The ADA notice located in the district office was not posted in alternate formats such as, large print, or accessible in an electronic format.
  - To meet this requirement TRDHD will make the ADA notice available in large print and an electronic format will be developed so it is available instantly.
- The TRDHD ADA policy needed to be updated.
  - To meet this requirement TRDHD will review and update the ADA policy immediately to meet the ADA regulations specifically for TRDHD.
  - The updated policy will include the correct procedure for handling requests from the general public for sign language, oral, and cued speech interpreters.
  - The updated policy will include items to ensure that ADA regulations are followed within TRDHD such as:
    - Enforcing mandatory TTY training, employees who interact with the public will be trained on the correct procedure of handling a request for an auxiliary aid or service.

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- Employees will be trained on identifying issues during construction projects that may impede access to parking lots, sidewalks, curbs, etc.
- The TRDHD website is under construction. Upon its reopening it will meet ADA regulations in that captions and descriptions will be applied where necessary.

Upon completion of the self-audit it was evident that the current ADA policy needs to be updated and the items identified, as needing improvement be resolved immediately. While the newer health centers are ADA compliant and have compliance reports, the district office building is the oldest building within our district. The managers completed the self-audit to assist in identifying areas that needed attention as well as completing a thorough review of the ADA policy and updating the policy so the district office would meet ADA regulations.