

Kino College Student Disability Accommodation

Kino College administers its educational programs and related supporting services and benefits in a manner that does not discriminate because of a student's race, color, creed, religion, sex, sexual orientation, ancestry, national origin, age, disability or any other characteristic that lawfully cannot be the basis for the provision of such services by state, local or federal law.

Kino College will provide reasonable accommodations to students with disabilities. Any accommodations made for students must enable the students to meet the physical demands expected of a practicing medical assistant, however, or they will not be admitted to or allowed to proceed with their program.

Physical Demands

The Professional Medical Assistant program has experiential components. Students will from time-to-time observe procedures, interact with patients and/or demonstrate their skills within a hospital or medical practice. Students will also be required to perform a variety of tasks that they would experience in the profession involving dexterity, endurance, and physical strength. Such demands may include but are not limited to:

- Walking, standing, and sitting for extended periods of time.
- Pushing, pulling, and carrying up to 10 lbs. of force constantly, up to 20 lbs. of force frequently, up to 50 lbs. of force occasionally, and safely support the full weight of a patient.
- Reaching, bending, stooping and kneeling.
- Manual dexterity, tactile sensitivity, and quantitative reasoning (performing calculations).
- Seeing (close, distance and peripheral), hearing, speaking and writing (e.g., labeling a Vacutainer)

Process for Requesting an Accommodation for a Disability

The applicant or student must initiate the request for an accommodation. This can be done with an email to the Kino College Compliance Manager, Heidi Sellers at hsellers@kinocollege.edu. Students may also self-disclose a disability to an Admissions officer, the College Dean, Compliance Manager, Operations Manager, or other member of the Kino College management or their instructor.

The person to whom the disclosure is made will promptly notify the Compliance Manager. The Compliance Manager will then ask the student or applicant to complete a request for accommodation in writing with supporting documentation from a qualified medical professional providing the specific diagnosis and recommended accommodations expected to lead to student success.

The Compliance Manager will evaluate the student's request, obtaining additional counsel and/or supporting documentation to support a determination regarding the disability accommodation. A decision will then be made to grant or deny the request for disability accommodation.

If the request is granted, the student will be notified of the accommodation(s) that will be made. The Compliance Manager will work with the affected faculty members and/or staff to enact the accommodation either directly or with the assistance of the Campus Dean and will serve as the focal point for any issues that may arise in either the implementation or continuance of the accommodation.

If the request is denied, the Compliance Manager or Campus Dean will discuss the reason for denial with the requestor and work with them to find reasonable options, if available.

If the approved accommodation(s) once implemented are not meeting the intent, the student must notify the Compliance Manager for assistance in rectifying the problem as appropriate.