

## **AMERICANS WITH DISABILITIES ACT (TITLE II) POLICY CARBON COUNTY**

The Unified Judicial System of Pennsylvania (UJS) complies with Title II of the Americans with Disabilities Act (ADA) which provides that "no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity". 42 U.S.C.A. §12132. Pursuant to that requirement, if you are an individual with a disability who needs an accommodation in order to participate in any judicial proceeding or any other service, program, or activity of the UJS, you are entitled, at no cost to you, to the provision of certain assistance. The ADA does not require the Carbon County Court of Common Pleas to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

If you require an accommodation under the ADA, it is recommended that you make your request as soon as possible or at least five (5) business days before your scheduled participation in any court proceeding or UJS program or activity. All requests for accommodation, regardless of timeliness, will be given due consideration and if necessary, may require an interactive process between the requestor and the Carbon County Court of Common Pleas to determine the best course of action.

To request a reasonable accommodation, please complete the *Request for Reasonable Accommodation Form* (Appendix A) and return it to:

Roberta L. Brewster, ADA Coordinator/District Court Administrator, Carbon County Court Courthouse, 4 Broadway, P. O. Box 131, Jim Thorpe, PA 18229-0131 or fax to (570) 325-9449 and / or e-mail to [rbrewster@carboncourts.com](mailto:rbrewster@carboncourts.com). If you have any questions, please call (570) 325-8556 and ask to speak to the ADA Coordinator/District Court Administrator or Kelly J. Hamm or Cynthia Winn, Assistant Court Administrators.

If you need assistance completing this form, contact Kelly J. Hamm, Assistant Court Administrator or Cynthia Winn, Assistant Court Administrator at (570) 325-8556. Complaints alleging violations of Title II under the ADA may be filed pursuant to the UJS Grievance Procedure with Roberta L. Brewster, ADA Coordinator/District Court Administrator, Carbon County Court Courthouse, 4 Broadway, P. O. Box 131, Jim Thorpe, PA 18229-0131 or fax to (570) 325-9449 and / or e-mail to [rbrewster@carboncourts.com](mailto:rbrewster@carboncourts.com). A response will be sent to you after careful review of the facts.