

Multi-Year Accessibility Plan

Status: Complete

The UHC Hub of Opportunities will take the following steps to ensure existing feedback processes are accessible to people with disabilities upon request by January 1, 2015.

- Create a feedback process to receive and respond to feedback from our employees.
- Make the feedback process accessible in multiple formats, such as telephone, email, mail, and in-person.

Status: Ongoing

The UHC Hub of Opportunities will take the following steps to make sure all publicly available information is made accessible upon request by January 1, 2016.

- Let the public know that we will make information accessible upon request.
- Consult with people who request accessible information to figure out how to meet their needs, as soon as possible.

Status: Ongoing

The UHC Hub of Opportunities will make all websites and content conform to WCAG 2.0, Level AA by January 1, 2021.

Employment

Status: Ongoing

The UHC Hub of Opportunities is committed to fair and accessible employment practices. We will take the following steps to notify the public and staff that, when requested, will accommodate people with disabilities during the recruitment and assessment processes and when people are hired.

- Let job applicants know that we will accommodate disabilities during the selection process.
- If a job applicant requests accommodation, consult with them and make adjustments that best suit their needs.
- Notify successful applicants of our policies for accommodating employees with disabilities.

Status: Ongoing

The UHC Hub of Opportunities will take the following steps to develop and put in place a process for developing individual accommodation plans and return-to-work policies for employees that have been absent due to a disability. By January 1, 2016, we will:

- Develop individual accommodation plans and return-to-work policies for employees that have been absent due to a disability.
- Outline the steps we will take to help our employees return to work when they have been absent because of a disability, and need some form of disability-related accommodation to return to work.



6955 Cantelon Drive
Windsor, Ontario N8T 3J9



P 519.944.4900
F 519.944.9184



uhc.ca
uhc@uhc.ca

612 Notre Dame Street
Belle River, Ontario N0R 1A0

P 519.944.4900
F 519.728.9055

Charitable Registration No.
11927 5485 RR 0001

Multi-Year Accessibility Plan

Status: Ongoing

We will take the following steps to ensure the accessibility needs of employees with disabilities are taken into account if the UHC Hub of Opportunities is using performance management, career development and redeployment processes. By January 1, 2016, we will:

Make performance management accessible by:

- Reviewing our employees' accommodation plans to understand their needs and see whether we need to make adjustments to help them succeed
- Making performance management documents, such as performance plans, available in accessible formats, such as large print, when asked, and
- Providing feedback and coach employees in a way that is accessible to them, such as using plain language for an employee who has a learning disability.
- When we provide career development opportunities, consider what accommodations employees with disabilities may need to:
 - learn new skills, or;
 - take on more responsibilities in their current position;
 - consider what we could do to help our employees with disabilities succeed in other positions in our organization when they change jobs.

Other

The UHC Hub of Opportunities will take steps to prevent and remove any other accessibility barriers as identified by the public, employees, and clients of the UHC Hub of Opportunities as required and requested.

Design of Public Spaces

The UHC Hub of Opportunities will meet the Accessibility Standards for the Design of Public Spaces when building or making major modifications to public spaces. Relevant public spaces include:

- Service-related elements like service counters, fixed queuing lines and waiting areas

The UHC Hub of Opportunities will put the following procedures in place to prevent service disruptions to its accessible parts of its public spaces.

- In the event of a service disruption, we will notify the public of the service disruption and alternatives available.

For more information, questions, or concerns regarding accessibility at the UHC Hub of Opportunities or to request communication in an accessible format, please contact the UHC Hub of Opportunities Human Resources department.

Phone: 519-944-4900,

Email: sodonnell@uhc.ca



6955 Cantelon Drive
Windsor, Ontario N8T 3J9



P 519.944.4900
F 519.944.9184



uhc.ca
uhc@uhc.ca

612 Notre Dame Street
Belle River, Ontario N0R 1A0

P 519.944.4900
F 519.728.9055

Charitable Registration No.
11927 5485 RR 0001