

Etiquette for Communicating with Adults with Disabilities

- When talking with a person with a disability, speak directly to that person rather than through a companion or sign language interpreter
- When introduced to a person with a disability, it is appropriate to offer to shake hands
- When meeting a person who is visually impaired, verbally identify yourself and others who may be with you
- If you offer assistance, wait until the offer is accepted, then listen or ask for instructions
- Treat adults as adults
- Leaning or hanging on a person's wheelchair is similar to hanging on a person; the chair is part of the personal body space of the person using it
- Listen attentively when you are talking with a person who has difficulty speaking
- When speaking with a person who uses a wheelchair or crutches, place yourself at eye level in front of the person to facilitate the conversation when possible
- When trying to get the attention of a person who is deaf, tap the individual on the shoulder or wave your hand
- Relax. Don't be embarrassed if you happen to use accepted common expressions that seem to relate to a person's disability, such as "See you later" or "Did you hear about that?"

Contributing Resources

Avenues
(661) 702-9788

Department of Rehabilitation
(661) 799-1020

Jay Nolan Community Services
(818) 361-6400

New Horizons
(818) 894-9301

North Los Angeles County
Regional Center
(661) 775-8450

Pleasantview Industries, Inc
(661) 296-6700

Work Training Program, Inc.
(818) 773-9570

William S. Hart School District
(661) 259-0033

Santa Clarita Valley Mayor's Committee for Employment of Individuals with Disabilities



*Presented by:
Avenues, Department of Rehabilitation,
New Horizons, Pleasantview Industries Inc.
Work Training Program, Career Vision, Jay Nolan,
North Los Angeles County Regional Center,
William S. Hart UHSD*

Mayor's Committee for Employment of Individuals with Disabilities

The Santa Clarita Valley Mayor's Committee for Employment of Individuals with Disabilities is one of over 30 committees located throughout the state to promote the efforts of the California Governor's Committee.

The Governor's Committee was originally established in 1947 to assist disabled veterans to become employed; over time the purpose of the Committee has changed and now focuses on promoting information to affect public attitudes regarding all people with disabilities.

The goals of the Committee include:

- *Increasing the number of people with disabilities in the local workforce*
- *Offering employers the resources needed to hire valuable employees with disabilities*
- *Increasing disability awareness*
- *Supporting employers and employees in successful, long-term job placement*
- *Promoting employment opportunities for people with disabilities*

Five Reasons to Hire People with Disabilities

1. People with disabilities have equal or higher job performance ratings, higher retention rates, and lower absenteeism
2. A person with a disability can motivate work groups and increase productivity
3. Companies that hire and accommodate people with disabilities in their workplace can receive tax benefits
4. Employing people with disabilities is good for the individual, the business, and society. This is definitely a "win-win-win" situation.
5. Employees with disabilities can ease concerns about labor supply.



Benefits to Employers Offered by the Employment Development Department

Work Opportunity Tax Credit (WOTC)

The WOTC is available to employers who hire individuals from certain target groups, including people with disabilities. Employers may be able to reduce their federal tax liability by as much as \$2400 per new hire. For more information contact the WOTC Center at (916) 774-4374 (www.edd.ca.gov/wotcind.htm)

Disabled Access Credit

This tax credit helps small businesses cover the cost of making their businesses accessible. Employers may qualify for up to \$5000 in tax credits. For more information contact the Internal Revenue Service at (800) 829-1040 (www.irs.gov)

Architectural and Transportation Tax Deduction

Businesses may take an annual deduction of up to \$15,000 for expenses incurred to remove physical, structural, and transportation barriers. For more information contact the Internal Revenue Service at (800) 829-1040 (www.irs.gov)