



## **Access Information For Persons With Disabilities**

### **Accommodations For Persons With Disabilities**

The Americans with Disabilities Act (ADA) and other applicable state and federal laws require state and local governmental entities, including the courts, to provide reasonable accommodations for individuals with disabilities.

In 1996, the Judicial Council of California, the policy-making body for the courts, adopted California Rule of Court, Rule 1.100 (amended effective July 1, 2017; adopted as Rule 989.3 effective January 1, 1996; previously amended effective January 1, 2006; amended and renumbered effective January 1, 2007; previously amended January 1, 2010) to implement the ADA in the state court system. California Rule of Court, Section 1.100 requires that all California courts ensure that persons with disabilities have equal and full access to the judicial system including court proceedings, services, programs and activities.

### **Accommodations may include:**

- making reasonable modifications to policies, practices, and procedures (such as alternative time schedules for hearings or telephonic conferences),
- relocation and provision of a service or program to an alternate accessible court site within our respective County as allowed by law, and
- providing auxiliary aids and services not limited to equipment and devices such as assistive listening devices, computer-aided real-time transcription, materials in alternative formats, large print for forms, qualified interpreters, readers and
- bringing in a comfort and/or emotional support animal into our court facilities. Accommodation request form must be provided.
- Service animals are welcome within our court facilities. For definitions of service animals, refer to the 2010 ADA Amendment on Service Animals effective March 2011.

## Frequently Asked Questions:

[What is Rule 1.100?](#)

[Who may get an accommodation?](#)

[How do I get an accommodation? May I get help filling out Form MC-410?](#)

[What may Court personnel ask about my disability? Do I have to let everyone know about my medical problems?](#)

[Do I have a responsibility to inform the Court that I need an accommodation?](#)

[What if the Court suggests a different accommodation?](#)

[Do I have to accept alternative accommodations?](#)

[May the Court deny my request?](#)

For instructions, forms and additional information please use the links on the right side of this page.

If you have questions or would like to check on the status of your request, please contact the Court's ADA Coordinator at [ada.coordinator@tulare.courts.ca.gov](mailto:ada.coordinator@tulare.courts.ca.gov).

For information and tools that allow persons with visual disabilities to read documents in Adobe Acrobat PDF format, please visit [www.adobe.com/accessibility](http://www.adobe.com/accessibility). To download the latest version of Adobe Reader, visit [www.adobe.com/products/acrobat/readestep2.html](http://www.adobe.com/products/acrobat/readestep2.html). Other screen reader resources are JAWS and Freedom Scientific, visit [www.freedomscientific.com](http://www.freedomscientific.com) and Window-Eyes and GW Micro at [www.gwmicro.com](http://www.gwmicro.com).

**Court employees:** To request accommodation for yourself, please contact your Supervisor or the Court's Human Resources Department. For information on assisting court customers with ADA issues, refer to the Court's Intranet.

## **For additional Information about ADA and Accessibility at the California Courts:**

- <http://www.courts.ca.gov> then click on the Accessibility link on the bottom of the home page
  - <http://www.courts.ca.gov/selfhelp-family.htm>
  - See the **ADA home page** from the U.S. Department of Justice
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### **What is Rule 1.100?**

Rule 1.100 is a court administrative rule that allows lawyers, parties, witnesses, jurors or any individual with an interest in attending any proceeding before any court of this state to make a request for accommodations.

### **Who may get an accommodation?**

Individuals can receive accommodations if they have a physical or mental medical condition that limits one or more of the major life activities, have a record of such a condition, or are regarded as having such a condition.

Examples of disabilities include mobility disability, mental health disability, and vision loss such as blindness, deaf or hard of hearing and environmental sensitivities. Some temporary disabilities may also qualify.

### **How do I get an accommodation? May I get help filling out Form MC-410?**

You may request an accommodation by completing the *Request For Accommodations By Persons With Disabilities* (Judicial Council Form MC-410) in another written format or orally to the court or other designated personnel. The form can be obtained from any public counter within the court, Court Administration or from the clerk in the courtrooms. The form and instructions will be available in alternative formats such as large print. If the form is unavailable, you can direct an accommodation request in writing or orally to the Court's ADA Access Coordinator.

You may make a request at any time. You should give the Court as much notice as possible, at least five (5) days in advance of the requested implementation date to allow time for the Court to coordinate and respond to your requested need for accommodation. Yes, you can get help in filling out Form MC-410.

**What may Court personnel ask about my disability? Do I have to let everyone know about my medical problems?**

The Court, in its discretion, may require the applicant to provide additional information about the disability in accordance with Rule 1.100. This means that only those persons in the Court who need to know about your disability in order to make a decision or provide you with an accommodation will learn the details of your request and the personal information that you give.

**Do I have a responsibility to inform the Court that I need an accommodation?**

Yes, it is your responsibility to contact the Court to request an accommodation that would best suit your situation.

**What if the Court suggests a different accommodation?**

The Court may offer a different or alternative accommodation. The Court is not required to provide the *best* accommodation, but must provide an *effective* one. The Court will give you an accommodation that lets you participate effectively in court programs, activities, and services. But it may not be exactly what you asked for.

**Do I have to accept alternative accommodations?**

The Court is allowed to offer effective alternatives. If you are not able to use the alternative offered, let the court know.

**May the Court deny my request?**

Yes, the Court may deny, grant or modify your request for accommodation. You may seek a review of your denied request by following the process explained in detail in CRC 1.100 (g).