

# AVRA VALLEY FIRE DISTRICT

Phone: (520) 682-3255  
Fax: (520) 682-5458  
Website: [avfire.org](http://avfire.org)



15790 W. Silverbell Road  
Marana, Arizona 85653

## Notice and Frequently Asked Questions (FAQ) about Reasonable Accommodations for Individuals with Disabilities

### NOTICE

Avra Valley Fire District (AVFD) is committed to providing individuals with disabilities an *equal opportunity* to participate in and benefit from AVFD's programs, activities, and services.

Individuals may request *reasonable accommodations* from Avra Valley Fire District that they believe will enable them to have such equal opportunity to participate in our programs, activities, and services.

To request reasonable accommodations, contact Fire Chief Brian Delfs, **E-mail:** [BDelfs@avfire.org](mailto:BDelfs@avfire.org), **FAX:** 520-682-3255, **U.S. Mail:** 15790 W Silverbell, Marana AZ, 85653

### FREQUENTLY ASKED QUESTIONS (FAQ)

The following FAQ provides information on requesting reasonable accommodations in Avra Valley Fire District's programs and activities.

#### **What is a reasonable accommodation in Avra Valley Fire District's program?**

A reasonable accommodation is a change or modification to afford a qualified individual with a disability full enjoyment of Avra Valley Fire District's programs or activities, unless modifications of policies, practices, and procedures would fundamentally alter the nature of the program, service, or activity, or result in undue financial and administrative burdens to Avra Valley Fire District.

#### **How do I request a reasonable accommodation?**

If you need a reasonable accommodation, please contact Avra Valley Fire District POC/Office and methods for contacting the Avra Valley Fire District.

**Does my request for a reasonable accommodation need to be in writing?**

No, you do not need to put your request in writing, however, making a written request can be helpful documentation for ensuring that Avra Valley Fire District provides the desired accommodation. In addition, you do not need to use the specific words “reasonable accommodations” when making your request.

**When should I request a reasonable accommodation?**

You may request a reasonable accommodation from Avra Valley Fire District at any time. However, making the request in advance of a meeting, conference call, or visit will help ensure that Avra Valley Fire District is able to fulfill the request for an accommodation.

For certain requests, such as requests for sign language interpretation, Avra Valley Fire District requests at least two week’s advance notice.

**May someone request a reasonable accommodation on my behalf?**

Yes, anyone can request a reasonable accommodation on behalf of an individual with a disability who seeks to interact with Avra Valley Fire District staff or participate in its programs or activities.

**What will Avra Valley Fire District do upon receiving my request for a reasonable accommodation?**

Avra Valley Fire District may contact you to obtain more information about your request and to better understand your needs. In addition, Avra Valley Fire District may review your request to determine:

- Whether the requested accommodation will be effective in allowing you to participate in the activity or program in which you are seeking participation;
- Whether the requested accommodation is reasonable, or an equally effective alternative to the requested accommodation is available; and
- Whether providing you with the requested accommodation would fundamentally alter the nature of Avra Valley Fire District’s program or impose undue financial or administrative burdens on Avra Valley Fire District.

In addition, in some cases, Avra Valley Fire District may consult with you in an interactive process to determine on a case-by-case basis what accommodations can be made.

If Avra Valley Fire District determines that your requested accommodation would fundamentally alter the nature of the program or impose an undue financial or administrative burden, Avra Valley Fire District may deny your request. However, in the unlikely event that this occurs, Avra Valley Fire District will work with you to identify an alternative accommodation that allows you to effectively participate in Avra Valley Fire District's program, activity, or service.

**May Avra Valley Fire District request medical documentation from you after receiving your request for a reasonable accommodation?**

No, Avra Valley Fire District may not request medical documentation after receiving your request for a reasonable accommodation. Avra Valley Fire District's questions will be limited to understanding the barrier to your ability to participate in the program or activity in which you are interested and the nature of an accommodation that will remove this barrier.

**May Avra Valley Fire District charge you the cost of providing the reasonable accommodation?**

No, you are not responsible for the cost of an auxiliary aid or service Avra Valley Fire District provides to you.

**What are some examples of reasonable accommodations?**

There are many types of reasonable accommodations. Some examples of how Avra Valley Fire District provides reasonable accommodations include:

- Arranging for qualified sign language interpreters
- Providing on-site captioning
- Producing alternate formats of print materials in braille, large print, or in an electronic format
- Providing remote conference captioning services
- Furnishing a temporary ramp to access the dais or other areas with one or more stairs to ensure accessibility for individuals who have physical disabilities and may be using a wheelchair or walker.