



## Accessibility Barrier Checklist

### For Initial, Relocation, or New Additional Sites

For Licensed Behavioral Health Agencies  
RCW 49.60.010, 49.60.215, WAC 388-877-0305

Agency's Name: Kitsap County Work Release

Physical address of site reviewed

Street: <b>661 Taylor Street</b>		
City: <b>Port Orchard</b>	State <b>WA</b>	Zip Code: <b>98366</b>
Name and title of person completing form: <b>Roger Belieu, Manager, Kitsap County Facilities Maintenance</b>		
Signature of person completing form: <i>Roger B. Belieu</i>		Date of signature: <i>12-1-16</i>

This checklist serves as a decision making tool when selecting a treatment services location; will help you identify accessibility problems; and suggests possible corrective action to meet your obligations under the state regulations. DBHR requires the provider to submit this completed checklist including projected dates of opening for new agencies and adding sites, also including agency relocations. For each "no," indicate a corrective action to be taken and the projected date of completion.

Always refer directly to ADA Accessibility Guidelines (ADAAG) (<http://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/adaag>) and your state and local codes for complete technical requirements before making any access improvements. This checklist provides references to the applicable sections of ADAAG at the beginning of each group of questions. If you need help understanding the federal, state, or local requirements, contact your Disability and Business Technical Assistance Center.

Review your Implementation Plan each year to re-evaluate whether more improvements have become readily achievable. To obtain a copy of the ADAAG or other information from the U.S. Department of Justice access the web site at <http://www.ada.gov/> or call 1-800-514-0301 (Voice); 1-800-514-0383 (TTY). Spanish language service is also available.

**For DBHR use only;**

Reviewed \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by \_\_\_\_\_ and determined to have:

- When accessibility issues were evident, the checklist:
  - Did  Did not contain a corrective action plan with anticipated date of completion for each item marked "no."
- Checklist determined to be:
  - Complete  Incomplete
- Returned to applicant/provider when incomplete on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by \_\_\_\_\_
- Reviewed \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by \_\_\_\_\_ and determined to be complete.
- The completed checklist is to be filed with the appropriate agency file.

**I. Accessible Entrance**

People with disabilities should be able to arrive on the site, approach the building, and enter the building as freely as everyone else. At least one path of travel should be safe and accessible for everyone, including people with disabilities.

**Path of travel (ADAAG 4.3, 4.4, 4.5, 4.7)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Is there a path of travel that does not require the use of stairs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add a ramp. <input type="checkbox"/> Add an alternative pathway. Projected date: / /
Is the path of travel stable, firm, and slip-resistant?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Repair uneven paving. <input type="checkbox"/> Fill small bumps and breaks with beveled patches. <input type="checkbox"/> Replace gravel with hardtop. Projected date: / /
Is the path at least 36 inches wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Change or move landscaping, furnishing, or other features that narrow the path of travel. <input type="checkbox"/> Widen pathway. Projected date: / /
Can a person detect all objects protruding into the path with a visual disability using a cane?  <i>In order to be detected using a cane, an object must be within 27 inches of the ground. Objects hanging or mounted overhead must be higher than 80 inches to provide clear head room. It is not necessary to remove objects that protrude less than 4 inches from the wall.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Place a cane-detectable object on the ground underneath as a warning barrier. <input type="checkbox"/> Add a cane-detectable base that extends to the ground. <input type="checkbox"/> Move or remove protruding objects. Projected date: / /
Do curbs on the pathway have curb cuts at drives, parking, and drop-offs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add small ramp up to curb. <input type="checkbox"/> Install curb cut. Projected date: / /

**Ramps (ADAAG 4.8)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Are the slopes of ramps no greater than 1:12?  <i>Slope is given as a ratio of the height to the length. 1:12 means for every 12 inches along the base of the ramp, the height increases one inch. For a 1:12 maximum slope, at least one foot of ramp length is needed for each inch of height.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> If available space is limited, reconfigure ramp to include switchbacks. <input type="checkbox"/> Lengthen ramp to decrease slope. <input type="checkbox"/> Relocate ramp. Projected date: / /
Do all ramps longer than 6 feet have railings on both sides?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add railings. Projected date: / /
Are railings sturdy, and between 34 and 38 inches high?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Adjust height of railings. <input type="checkbox"/> Secure handrails. Projected date: / /
Is the width between railings at least 36 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Relocate the railings. <input type="checkbox"/> Widen the ramp. Projected date: / /
Are ramps non-slip?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add non-slip surface material. Projected date: / /

Is there a 5-foot-long level landing at every 30-foot horizontal length of ramp, at the top and bottom of ramps and at switchbacks?  <i>The ramp should rise no more than 30 inches between landings.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Remodel or relocate ramp.  Projected date: ____/____/____										
<b>Parking and Drop-Off Areas (ADAAG 4.6)</b>														
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation										
Are an adequate number of accessible parking spaces available (8 feet wide for car plus 5-foot striped access aisle)?  For guidance in determining the appropriate number to designate, the table below gives the ADAAG requirements for new construction and alterations (for lots with more than 100 spaces, refer to ADAAG):  <table border="0"> <tr> <td>Total Spaces</td> <td>Accessible</td> </tr> <tr> <td>1 to 25</td> <td>1 space</td> </tr> <tr> <td>26-50</td> <td>2 spaces</td> </tr> <tr> <td>51-75</td> <td>3 spaces</td> </tr> <tr> <td>76-100</td> <td>4 spaces</td> </tr> </table>	Total Spaces	Accessible	1 to 25	1 space	26-50	2 spaces	51-75	3 spaces	76-100	4 spaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Reconfigure a reasonable number of spaces by repainting stripes.  Projected date: ____/____/____
Total Spaces	Accessible													
1 to 25	1 space													
26-50	2 spaces													
51-75	3 spaces													
76-100	4 spaces													
Are 16-foot-wide spaces, with 98 inches of vertical clearance, available for lift-equipped vans?  <i>At least one of every 8 accessible spaces must be van-accessible.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Reconfigure to provide a reasonable number of van-accessible spaces.  Projected date: ____/____/____										
Are the accessible spaces closest to the accessible entrance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Reconfigure spaces.  Projected date: ____/____/____										
Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading "Van Accessible" at van spaces?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add signs, placed so that cars do not obstruct them.  Projected date: ____/____/____										
Is there an enforcement procedure to ensure that only those who need it use accessible parking?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Implement a policy to check periodically for violators and report them to the proper authorities.  Projected date: ____/____/____										
<b>Entrance (ADAAG 4.13, 4.14)</b>														
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation										
If there are stairs at the main entrance, is there also a ramp or lift, or is there an alternative accessible entrance?  <i>Do not use a service entrance as the accessible entrance unless there is no other option.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> If it is not possible to make the main entrance accessible, create a dignified alternate accessible entrance. Make sure there is accessible parking near accessible entrances.  Projected date: ____/____/____										
Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install signs at or before inaccessible entrances.  Projected date: ____/____/____										
Can the alternate accessible entrance be used independently?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Eliminate as much as possible the need for assistance to answer a doorbell, to operate a lift, or to put down a temporary ramp, for example. Projected date: ____/____/____										

Does the entrance door have at least 32 inches clear opening (for a double door, at least one 32-inch leaf)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install offset (swing-clear) hinges. <input type="checkbox"/> Widen the door. Projected date: ___/___/___
Is there at least 18 inches of clear wall space on the pull side of the door, next to the handle? <i>A person using a wheelchair needs this space to get close enough to open the door.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Remove or relocate furnishings, partitions, or other obstructions. <input type="checkbox"/> Add power-assisted door opener. <input type="checkbox"/> Move door. Projected date: ___/___/___
Is the threshold level less than ¼ inch or beveled up to ½ inch high?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> If there is a single step with a raise of 6 inches or less, add a short ramp. <input type="checkbox"/> If there is a high threshold, remove it or add a bevel. Projected date: ___/___/___
Are doormats ½ inch high or less, and secured to the floor at all edges?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Replace or remove mats. <input type="checkbox"/> Secure mats at edges. Projected date: ___/___/___
Is the door handle no higher than 48 inches and operable with a closed fist?  <i>The "closed fist" test for handles and controls: Try opening the door or operating the control using only one hand, held in a fist. If you can do it, so can a person who has limited use of his or her hands.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace inaccessible knob with a lever or loop handle. <input type="checkbox"/> Retrofit with an add-on lever extension. Projected date: ___/___/___
Can doors be opened without too much force (maximum 5 lbs.)?  <i>You can use a fish scale to measure the force required to open a door. If you do not have a fish scale, you will need to judge subjectively whether the door is easy enough to open.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Adjust the door closers and oil the hinges. <input type="checkbox"/> Install power-assisted door openers. <input type="checkbox"/> Install lighter doors. Projected date: ___/___/___
If the door has a closer, does it take at least 3 seconds to close?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Adjust door closer. Projected date: ___/___/___
<b>Emergency Egress (ADAAG 4.1.3 (14), 4.28)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Do all alarms have both flashing lights and audible signals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install visible and audible alarms. Projected date: ___/___/___
Is there sufficient lighting in egress pathways such as stairs, corridors, and exits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Upgrade, add, or clean bulbs or fixtures. Projected date: ___/___/___
<b>II. Access to Goods and Services</b>				
Ideally, the layout of the building should allow people with disabilities to obtain goods or services without special assistance. Where it is not possible to provide full accessibility, assistance or alternative services should be available upon request.				
<b>Horizontal Circulation (ADAAG 4.3)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Does the accessible entrance provide direct access to the main floor, lobby or elevator?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Make another entrance accessible. <input type="checkbox"/> Add ramps or lifts. Projected date: ___/___/___
Are all public spaces on an accessible path of travel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Provide access to all public spaces along an accessible path of travel. Projected date: ___/___/___

Is the accessible route to all public spaces at least 36 inches wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Move furnishings such as tables, chairs, display racks, vending machines, and counters to make more room. Projected date: ___/___/___
Is there a 5-foot circle or a T-shaped space for a person using a wheel chair to reverse direction?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Re-arrange furnishings, displays, and equipment. Projected date: ___/___/___

**Doors (ADAAG 4.13)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Do doors into public spaces have at least a 32-inch clear opening?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install offset (swing-clear) hinges. <input type="checkbox"/> Widen doors. Projected date: ___/___/___
On the pull side of doors, next to the handle, is there at least 18 inches of clear wall space so that a person using a wheelchair can get near to open the door?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Reverse the door swing if it is safe to do so. <input type="checkbox"/> Move or remove obstructing partitions. Projected date: ___/___/___
Can doors be opened without too much force (5 lbs maximum)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install power-assisted door openers. <input type="checkbox"/> Adjust or replace closers. <input type="checkbox"/> Install lighter doors. Projected date: ___/___/___
Are door handles 48 inches high or less and operable with a closed fist?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace inaccessible knobs or latches with lever or loop handles. <input type="checkbox"/> Retrofit with add-on lever extensions. <input type="checkbox"/> Install power-assisted door openers. <input type="checkbox"/> Lower handles. Projected date: ___/___/___
Are all thresholds level (less than ¼ inch), or beveled, up to ½ inch high?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Remove thresholds. <input type="checkbox"/> Add bevels to both sides. Projected date: ___/___/___

**Rooms and Spaces (ADAAG 4.2, 4.4, 4.5, 4.30)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Are all aisles and pathways to all goods and services at least 36 inches wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Re-arrange furnishings and fixtures to clear aisles. Projected date: ___/___/___
Is there a 5-foot circle or T-shaped space for turning a wheelchair completely?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Re-arrange furnishing to clear more room. Projected date: ___/___/___
Is carpeting low-pile, tightly woven, and securely attached along edges?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Secure edges on all sides. <input type="checkbox"/> Replace carpeting. Projected date: ___/___/___
Do signs designating permanent rooms and spaces, such as rest room signs, exit signs, and room numbers; comply with the appropriate requirements for accessible signage?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Provide signage that has raised and brailled letters, complies with finish and contrast standards, and is mounted at the correct height and location. Projected date: ___/___/___
In routes through public areas, are all obstacles cane-detectable (located within 27 inches of the floor or protruding less than 4 inches from the wall), or are they higher than 80 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install furnishing, planters, or other cane-detectable barriers underneath the obstacle. <input type="checkbox"/> Remove obstacles. Projected date: ___/___/___
Are all controls that are available for use by the public (including electrical, mechanical, window, cabinet, game, and self-service controls) located at an accessible height?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Relocate controls Projected date: ___/___/___

<i>Reach ranges: The maximum height for a side reach is 54 inches; for a forward reach, 48 inches. The minimum reachable height is 15 inches.</i>				
Are they operable with a closed fist?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace controls. Projected date: / /
<b>Seats, Tables, and Counters (ADAAG 4.2, 4.32)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Are the aisles between chairs or tables at least 36 inches wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Re-arrange chairs or tables to provide 36-inch aisles. Projected date: / /
Are the spaces for wheelchair seating distributed throughout?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Re-arrange tables to allow room for wheelchairs in seating areas throughout the area. <input type="checkbox"/> Remove some fixed seating. Projected date: / /
Are the tops of tables or counters between 28 and 34 inches high?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Lower at least a section of high tables and counters. Projected date: / /
Are knee spaces at accessible tables at least 27 inches high, 30 inches wide, and 19 inches deep?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace or raise tables. Projected date: / /
<b>Vertical Circulation (ADAAG 4.3)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Are there ramps or elevators to all levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Install ramps and/or elevators to all levels. Projected date: / /
On each level, if there are stairs between the entrance and/or elevator and essential public areas, is there an accessible alternate route?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Post clear signs directing people along an accessible route to ramps, lifts, or elevators. Projected date: / /
<b>Stairs (ADAAG 4.9)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Do treads have a non-slip surface?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add non-slip surface to treads. Projected date: / /
Do stairs have continuous rails on both sides, with extensions beyond the top and bottom stairs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add or replace handrails. Projected date: / /
<b>Elevators (ADAAG 4.10)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Are there both visible and verbal or audible door opening/closing and floor indicators (one tone = up, two tones = down)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Install visible and verbal or audible signals. Projected date: / /
Are the call buttons in the hallway no higher than 42 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Provide a permanently attached reach stick. <input type="checkbox"/> Lower call. Projected date: / /
Do the controls outside and inside the cab have raised and Braille lettering?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Install raised lettering and Braille next to buttons. Projected date: / /
Is there a sign on the jamb at each floor identifying the floor in raised and Braille letters?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Install tactile signs to identify floor numbers, at a height of 60 inches from floor. Projected date: / /
Is the emergency intercom usable without voice communication?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Replace communication system.

				Projected date: / /
Are there Braille and raised-letter instructions for the communication system?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Add simple tactile instructions. Projected date: / /
<b>Lifts (ADAAG 4.2)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Can the lift be used without assistance? If not, is a call button provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> At each stopping level, post clear instructions for use of the lift. Projected date: / /
Is there at least 30 by 48 inches of clear space for a person using a wheelchair to approach to reach the controls and use the lift?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Re-arrange furnishings and equipment to clear more space. Projected date: / /
Are controls between 15 and 48 inches high (up to 4 inches if a side approach is possible)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> Move controls. Projected date: / /
<b>III. Usability of Rest Rooms</b>				
When rest rooms are open to the public, they should be accessible to people with disabilities. Closing a rest room that is currently open to the public is not an allowable option.				
<b>Getting to the Rest Rooms (ADAAG 4.1)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
If rest rooms are available to the public, is at least one rest room (either one for each sex or unisex) fully accessible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Combine rest rooms to create one unisex accessible rest room. <input type="checkbox"/> Reconfigure rest room. Projected date: / /
Are there signs at inaccessible rest rooms that give directions to accessible ones?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install accessible signs. Projected date: / /
<b>Doorways and Passages (ADAAG 4.2, 4.13)</b>				
Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Are there tactile signs identifying rest rooms?  <i>Mount signs on the wall, on the latch side of the door, complying with the requirements for permanent signage. Avoid using ambiguous symbols in place of text to identify rest rooms.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add accessible signage, placed to the side of the door (not on the door itself). <input type="checkbox"/> If symbols are used, add supplementary verbal signage. Projected date: / /
Is the doorway at least 32 inches clear?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install offset (swing-clear) hinges. <input type="checkbox"/> Widen the doorway. Projected date: / /
Are doors equipped with accessible handles (operable with a closed fist), 48 inches high or less?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace knobs or latches with level or loop handles. <input type="checkbox"/> Install power-assisted openers. <input type="checkbox"/> Add level extensions. <input type="checkbox"/> Lower handles. Projected date: / /
Can doors be opened easily (5lbs maximum force)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Install power-assisted door openers. <input type="checkbox"/> Adjust or replace closers. <input type="checkbox"/> Install lighter doors. Projected date: / /
Does the entry configuration provide adequate maneuvering space for a person using a wheelchair?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Re-arrange furnishings such as chairs and trash cans. <input type="checkbox"/> Remove inner door if there is a vestibule with two doors. <input type="checkbox"/> Move or remove obstructing partitions.

<i>A person using a wheelchair needs 36 inches of clear width for forward movement, and a 5-foot diameter clear space or a T-shaped space to make turns.</i>				Projected date: _____/_____/_____ 
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**Stalls (ADAAG 4.17)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Is the stall door operable with a closed fist, inside and out?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace inaccessible knobs with lever or loop handles. <input type="checkbox"/> Add lever extensions. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Is there a wheelchair-accessible stall that has an area of at least 5 feet by 5 feet, clear of the door swing, OR is there a stall that is less accessible but that provides greater access than a typical stall (either 36 by 69 inches or 48 by 69 inches)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Reverse the door swing if it is safe to do so. <input type="checkbox"/> Move or remove partitions. <div style="text-align: right;">Projected date: _____/_____/_____</div>
In the accessible stall, are there grab bars behind and on the sidewall nearest to the toilet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add grab bars. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Is the toilet seat 17 to 19 inches high?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add raised seat. <div style="text-align: right;">Projected date: _____/_____/_____</div>

**Lavatories (ADAAG 4.19, 4.24)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Does one lavatory have a 30-inch-wide by 48-inch-deep clear space in front?  <i>A maximum of 19 inches of the required depth may be under the lavatory.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Re-arrange furnishings. <input type="checkbox"/> Replace lavatory. <input type="checkbox"/> Remove or alter cabinetry to provide space underneath. <input type="checkbox"/> Make sure hot pipes are insulated. <input type="checkbox"/> Move a partition or wall. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Is the lavatory rim no higher than 34 inches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Adjust or replace lavatory. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Is there at least 29 inches from the floor to the bottom of the lavatory apron (excluding pipes)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Adjust or replace lavatory. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Can the faucet be operated with one closed fist?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace faucet handles with paddle type. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Are soap and other dispensers and hand dryers 48 inches high or less and usable with one closed fist?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace with or provide additional accessible dispensers. <input type="checkbox"/> Lower dispensers. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Is the mirror mounted with the bottom edge of the reflecting surface 40 inches high or lower?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Lower or tilt down the mirror. <input type="checkbox"/> Replace with larger mirror. <div style="text-align: right;">Projected date: _____/_____/_____</div>

**IV. Additional Access**

When amenities such as public telephones and drinking fountains are provided to the general public, they should also be accessible to people with disabilities.

**Drinking Fountains (ADAAG 4.15)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
Is there at least one fountain with clear floor space of at least 30 by 48 inches in front?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Clear more room by re-arranging or removing furnishings. <div style="text-align: right;">Projected date: _____/_____/_____</div>
Is there one fountain with its spout no higher than 36 inches from the ground, and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Provide cup dispensers for fountains with spouts that are too high.



another with a standard height spout (or a single "hi-lo" fountain)?				<input type="checkbox"/> Provide an accessible water cooler. Projected date: / /
Are controls mounted on the front or on the side near the front edge, and operable with one closed fist?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace the controls. Projected date: / /
Does the fountain protrude no more than 4 inches into the circulation space?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Place a planter or other cane-detectable barrier on each side at floor level. Projected date: / /

**Telephones (ADAAG 4.30, 4.31)**

Accessibility Element Question	Yes	No	NA	Corrective action plan and projected date of implementation
If pay or public use phones are provided, is there clear floor space of at least 30 by 48 inches in front of at least one?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Replace booth with open station. <input type="checkbox"/> Move furnishings. Projected date: / /
Is the highest operable part of the phone no higher than 48 inches (up to 54 inches if a side approach is possible)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Lower telephone. Projected date: / /
Does the phone protrude no more than 4 inches into the circulation space?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Place a cane-detectable barrier on each side at floor level. Projected date: / /
Does the phone have push-button controls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Contact phone company to install push buttons. Projected date: / /
Is the phone hearing aid compatible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Contact phone company to add an induction coil (T-switch). Projected date: / /
Is the phone adapted with volume control?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Contact the phone company to add volume control. Projected date: / /
Is the phone with volume control identified with appropriate signage?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add signage. Projected date: / /
Is one of the phones equipped with a text telephone (TT or TDD)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Have a portable text telephone available. <input type="checkbox"/> Install a text telephone. Projected date: / /
Is the location of the text telephone identified by accessible signage bearing the International TDD Symbol?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Add signage. Projected date: / /