

### **POLICY STATEMENT:**

The Society is committed to ensuring that training is provided on the applicable requirements of the Integrated Accessibility Standard (IAS) and on the Human Rights Code as it pertains to persons with disabilities.

This policy shall be fully implemented by January 1, 2015.

### **PROCEDURES:**

- The requisite training will be provided to:
  - all employees;
  - individuals completing a practicum, co-op or placement as part of an academic program;
  - all other persons who provide services on behalf of the Society;
  - all volunteers; and,
  - all persons who participate in developing the Society's policies.
- The training shall be appropriate to the duties of the employee, foster/kin caregivers, volunteer and other persons.
- Every person will be trained as soon as is practicable.
- Training will be provided on an ongoing basis to accommodate new employees, other persons and/or changes in accessibility policy.
- Training needs of contractors who provide goods, services or facilities on behalf of the Society may be addressed through the Society's procurement process.
- The training may be delivered in a variety of different formats.

The Society will maintain a record of training which includes:

- the number of individuals who were trained;
- the dates that the training was provided.

### **CROSS REFERENCES:**

Accessibility for Ontarians with Disabilities Act, 2005

Ontario Regulation 191/11 – Integrated Accessibility Standards

Ontario Regulation 429-07 – Accessibility Standards for Customer Service

AODA Overarching Policy  
Customer Service Policy Overarching  
Integrated Accessibility Policy Overarching  
Anti-Oppressive Policy  
Ontario Human Rights Code

**Revised Policy**  
**Effective Date – November 10 2014**