

JAN

Job Accommodation Network

Practical Solutions • Workplace Success

Accommodation and Compliance Series

Accommodation and Compliance Series: Employees with Little Person

Job Accommodation Network
PO Box 6080
Morgantown, WV 26506-6080
(800)526-7234 (V)
(877)781-9403 (TTY)
jan@askjan.org
AskJAN.org



ODEP

Office of Disability
Employment Policy

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Preface

The Job Accommodation Network (JAN) is funded by a contract with the Office of Disability Employment Policy, U.S. Department of Labor. JAN makes documents available with the understanding that the information be used solely for educational purposes. The information is not intended to be legal or medical advice. If legal or medical advice is needed, appropriate legal or medical services should be contacted.

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JAN'S Accommodation and Compliance Series

Introduction

JAN's Accommodation and Compliance Series is designed to help employers determine effective accommodations and comply with Title I of the Americans with Disabilities Act (ADA). Each publication in the series addresses a specific medical condition and provides information about the condition, ADA information, accommodation ideas, and resources for additional information.

The Accommodation and Compliance Series is a starting point in the accommodation process and may not address every situation. Accommodations should be made on a case by case basis, considering each employee's individual limitations and accommodation needs. Employers are encouraged to contact JAN to discuss specific situations in more detail.

For information on assistive technology and other accommodation ideas, visit JAN's Searchable Online Accommodation Resource (SOAR) at <http://askjan.org/soar>.

Information about Little Person

JAN receives calls regarding accommodations for little people. Little people are typically those individuals of short stature ranging below 4'10". Some little people may not need any accommodations while others may need accommodations. Frequently requested accommodations include modifications to the work-site and work-station, accommodations for toileting/grooming issues, and accommodations to maintain workplace safety. Typical limitations include orthopedic conditions such as spinal stenosis and joint disease as well as difficulty accessing workplace settings designed for an average-height person.

Little Person and the Americans with Disabilities Act

The ADA does not contain a list of medical conditions that constitute disabilities. Instead, the ADA has a general definition of disability that each person must meet. A person has a disability if he/she has a physical or mental impairment that substantially limits one or more major life activities, a record of such an impairment, or is regarded as having an impairment. For more information about how to determine whether a person has a disability under the ADA, see [How to Determine Whether a Person Has a Disability under the Americans with Disabilities Act Amendments Act \(ADAAA\)](#).

Accommodating Employees with Little Person

Little people may develop some of the limitations discussed below, but seldom develop all of them. Also, the degree of limitation will vary among individuals. Be aware that not all people who are little people will need accommodations to perform their jobs and many others may only need a few accommodations. The following is only a sample of the possibilities available. Numerous other accommodation solutions may exist.

Questions to Consider:

1. What limitations is the employee experiencing?
2. How do these limitations affect the employee and the employee's job performance?
3. What specific job tasks are problematic as a result of these limitations?
4. What accommodations are available to reduce or eliminate these problems? Are all possible resources being used to determine possible accommodations?
5. Has the employee been consulted regarding possible accommodations?
6. Once accommodations are in place, would it be useful to meet with the employee to evaluate the effectiveness of the accommodations and to determine whether additional accommodations are needed?
7. Do supervisory personnel and employees need training?

Accommodation Ideas:

Limitations

Grasping

- Aide/Assistant/Attendant
- Anti-vibration Gloves
- Anti-vibration Tool Wraps
- Auto-dialers
- Automated Filing Systems
- Book Holders
- Compact Material Handling
- Dental and Surgical Instruments
- Door Knob Grips and Handles

- Electric Scissors
- Ergonomic and Pneumatic Tools
- Ergonomic Knives
- Ergonomic Scissors
- File Carousels
- Filing Trays
- Grip Aids
- Hands-free Telephones
- Headsets
- Left Hand-Dominant Keyboards
- Money Handling Products
- Mop Buckets
- Mops and Mop Handles
- Motorized Carts
- Multi-Purpose Carts
- One-Handed Keyboards
- Page Turners
- Reachers
- Scribe/Notetaker
- Shoulder Rests for Telephone Handsets
- Steering Grips
- Tool Balancers
- Writing Aids

Handling/Fingering

- Aide/Assistant/Attendant
- Alternative Input Devices
- Alternative Keyboards
- Alternative Mice
- Anti-vibration Gloves
- Anti-vibration Tool Wraps
- Articulating Keyboard Trays

- Book Holders
- Compact Material Handling
- Ergonomic and Pneumatic Tools
- Ergonomic Equipment
- Expanded Keyboards
- Extra Grip Gloves
- Forearm Supports
- Grip Aids
- Keyguards
- Miniature Keyboards
- Money Handling Products
- On-Screen Keyboards
- One-Handed Keyboards
- Page Turners
- Periodic Rest Breaks
- Scribe/Notetaker
- Speech Recognition Software
- Typing / Keyboarding Aids
- Vacuum Pickup Tools
- Writing Aids

Reaching

- Adjustable Workstations for Industrial Settings
- Adjustable Workstations for Office Settings
- Aerial Lifts
- Ergonomic Assessments
- Ergonomic Equipment
- Height Adjustable Table Legs
- Independent Living Aids
- Large-Rated Small Step Ladders
- Lift Tables
- Low Task Chair

- Periodic Rest Breaks
- Power Lift IV Stands
- Reachers
- Rolling Safety Ladders
- Step Stools
- Work Platforms

Toileting/Grooming Issue

- Accessible Toilets and Toilet Seats
- Aide/Assistant/Attendant
- Flexible Schedule
- Grab Bars - Toilet Hinged Arm Support
- Grooming and Dressing Aids
- Independent Living Aids
- Modified Break Schedule
- Swing Away Grab Bars
- Telework, Work from Home, Working Remotely
- Toileting Aids
- Transfer Aids
- Worksite Redesign / Modified Workspace

Work-Related Functions

Parking

- Flexible Schedule
- Telework, Work from Home, Working Remotely
- Wheelchairs

Safety Standards

- Additional Training Time / Training Refreshers
- Aerial Lifts
- Air Cleaners & Purifiers
- Air Cleaners - Chemical/Odor Removal
- Air Cleaning Systems

- Air Purifiers for Multiple Chemical Sensitivity
- Alerting Devices
- Body Protection
- Break Reminder Software
- Custom Shoes
- Cut and Puncture Resistant Gloves and Sleeves
- Designated Responders
- Directional Sounders
- Ergonomic Assessments
- Ergonomic Equipment
- Escape Hoods
- Established Routes of Travel for Heavy Equipment/Vehicles
- Evacuation Devices
- Fall Protection
- Hearing Protection
- High Contrast/High Visibility Paint and Tape
- Large-Rated Harnesses
- Large-Rated Ladders
- Machine Guards and Shields
- Personal Safety and Fall Alert Devices
- Plan of Action
- Protective Eyewear
- Roadwork Assistance
- Rolling Safety Ladders
- Safety-Related Equipment for Little People
- Seat Belts & Seat Belt Extenders
- Stair Tread/Tape
- Steel Toe Shoes & Toe Guards
- Strobe Lights
- Vehicle Rear Vision System
- Workplace Safety

Work Site Access

- Accessible Toilets and Toilet Seats
- Adjustable Workstations for Office Settings
- Alternative Locks
- Anti-fatigue Matting
- Braille and/or ADA Signage
- Building Accessibility Products
- Door Knob Grips and Handles
- Flexible Schedule
- Portable Ramps
- Ramps
- Scooters
- Service Animal
- Support Animal
- Telework, Work from Home, Working Remotely
- Wearable Anti-fatigue Matting
- Wheelchair Lifts
- Wheelchairs
- Worksite Redesign / Modified Workspace

Work Station Access

- Adjustable and Ergonomic School Desks and Equipment
- Adjustable Desk Top Workstations for Office Settings
- Adjustable Workstations for Industrial Settings
- Anti-fatigue Matting
- Articulating Keyboard Trays
- Assist Lift Cushions
- Chair Mats
- Chairs for Little People
- Chairs for People who are Tall
- Dual Monitors
- Elevating Lift and Office Chairs

- Ergonomic and Adjustable Office Chairs
- Ergonomic Equipment
- Expanded Keyboards
- Forearm Supports
- Forward Leaning Chairs
- Large-Rated Chairs
- Monitor Mirrors
- Monitor Risers
- Mousing Surfaces
- Stand-lean Stools
- Supine Workstations
- Work Platforms
- Zero Gravity (reclining) Chairs

Situations and Solutions:

A little person interviewed for a cashier position at a retail store.

The employer asked her to demonstrate how she would operate the cash register and ring out material goods. The applicant explained that with the use of a simple work platform she would be able to reach everything she needed in order to perform the job successfully.

After being offered the customer service representative position, the employee who was a little person requested modifications to their work-station.

The employer provided him with a smaller chair and lowered their desk to make it more accessible for the employee.

A little person who taught at a local high school got assigned to different subject matters in the new school year.

This would require her to move classrooms multiple times a day and the classrooms were spread over a sizable campus. The employee voiced her concern of traveling to her destination on time. The employer provided her with a small scooter which enabled her to get to the different classrooms quickly.

A machinist of short stature had trouble keeping his safety glasses on.

The employer noticed and had concerns for his safety. The employer called JAN and was able to receive a vendor list of manufacturers for safety glasses that fit adults with smaller faces. This enabled the employee to continue working while maintaining safety.

A secretary who was a little person was having difficulty typing into the computer due to the keyboard size.

Performance was suffering, so she made a request for reasonable accommodation. The employer ended up providing the employee with speech recognition software coupled with a miniature keyboard. The employee's performance improved and the employer retained a valued employee.

Products

There are numerous products that can be used to accommodate people with limitations. JAN's Searchable Online Accommodation Resource at <http://askjan.org/soar> is designed to let users explore various accommodation options. Many product vendor lists are accessible through this system; however, JAN provides these lists and many more that are not available on the Web site upon request. Contact JAN directly if you have specific accommodation situations, are looking for products, need vendor information, or are seeking a referral.

Resources

Job Accommodation Network

West Virginia University
PO Box 6080
Morgantown, WV 26506-6080
Toll Free: (800) 526-7234
TTY: (304) 293-7186
Fax: (304) 293-5407
jan@askjan.org
<http://AskJAN.org>

The Job Accommodation Network (JAN) is a free consulting service that provides information about job accommodations, the Americans with Disabilities Act (ADA), and the employability of people with disabilities.

Office of Disability Employment Policy

200 Constitution Avenue,
NW, Room S-1303
Washington, DC 20210
Toll Free: (866) 633-7365
odep@dol.gov
<http://dol.gov/odep>

The Office of Disability Employment Policy (ODEP) is an agency within the U.S. Department of Labor. ODEP provides national leadership to increase employment opportunities for adults and youth with disabilities while striving to eliminate barriers to employment.

Genetic and Rare Diseases Information Center (GARD)

P.O. Box 8126
Gaithersburg, MD 20898-8126
Toll Free: (888) 205-2311
Fax: (301) 251-4911
<https://rarediseases.info.nih.gov/>

The Genetic and Rare Diseases (GARD) Information Center is a program of the National Center for Advancing Translational Sciences (NCATS) and funded by two parts of the National Institutes of Health (NIH): NCATS and the National Human Genome Research Institute (NHGRI). GARD provides the public with access to current, reliable, and easy to understand information about rare or genetic diseases in English or Spanish.

Human Growth Foundation

997 Glencove Ave.
Suite 5
Glen Head, NY 11545
Toll Free: (800) 451-6434
Fax: (516) 671-4055
<http://hgfound.org/>

The Human Growth Foundation is a voluntary, non-profit organization whose mission is to help children, and adults with disorders of growth and growth hormone through research, education, support, and advocacy. The Foundation is dedicated to helping medical science to better understand the process of growth. It is composed of concerned parents and friends of children and adults with growth problems, physicians, and other interested health professionals

Little People of America

250 El Camino Real
Suite 218
Tustin, CA 92780
Toll Free: (888) 572-2001
Direct: (714) 368-3689
Fax: (714) 368-3367
info@lpaonline.org
<http://www.lpaonline.org/>

Little People of America, Inc., is a national nonprofit organization that provides support and information to people of short stature and their families.

MedlinePlus

8600 Rockville Pike
Bethesda, MD 20894
custserv@nlm.nih.gov
<https://www.nlm.nih.gov/medlineplus/>

MedlinePlus is the National Institutes of Health's Web site for patients and their families and friends. Produced by the National Library of Medicine, the world's largest medical library, it brings you information about diseases, conditions, and wellness issues in language you can understand. MedlinePlus offers reliable, up-to-date health information, anytime, anywhere, for free.

Created by the U.S. National Library of Medicine

National Center for Biotechnology Information

8600 Rockville Pike
Bethesda, MD 20894
pubmedcentral@ncbi.nlm.nih.gov
<http://www.ncbi.nlm.nih.gov/>

MISSION: IMS brings together an international community of health care professionals, researchers, educators, and others to improve care and transform delivery of treatment to those suffering from soft tissue pain through the promotion and exchange of globally recognized research, education, and innovation in patient care.

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