



Accommodation for Undergraduate Dental Students with Disabilities

Preamble

The term "disability" is used to summarize a great number of different functional limitations and activity restrictions. It is identified that people may be disabled by physical, intellectual or sensory impairment, medical conditions or mental illness, and that these may be permanent or transitory in nature. The Manitoba Human Rights Code identifies that all individuals be accorded equality of opportunity, and that reasonable accommodation be made for those with special needs. The University of Manitoba is committed to facilitating the integration of students with disabilities into the University community through to reasonable accommodation of the needs of persons with documented disabilities by making efforts to create a barrier-free campus and provide other supports and services within the limits of available resources. The University will endeavor to meet the identified needs of each student by adapting services, courses, and programs as feasible, and as resources allow, while maintaining appropriate academic standards. The University expects that the responsibility for making reasonable accommodations will be shared by the students, instructors and support staff. Within the College of Dentistry, each student with a disability is entitled to reasonable accommodation that will assist her or him to meet academic as well as technical standards; the technical standards are identified in a policy entitled Essential Skills and Abilities for Admission, Promotion and Graduation in the DMD Program.

Accommodation for Students with Disabilities

Dissemination of this Policy: This policy and the document entitled Essential Skills and Abilities for Admission, Promotion and Graduation in the DMD Program are posted on the College of Dentistry website:

http://umanitoba.ca/faculties/dentistry/prospective_students/%20dent_preReq.html. Both documents are consistent with the University of Manitoba policy entitled Accessibility for Students with Disabilities. Students are informed of the procedures to request accommodation for disabilities via orientation sessions organized just prior to classes for in-coming students and through an e-mail sent to all students at the beginning of each academic year.

Pre-application Information: The admissions information posted on the College of Dentistry website: http://umanitoba.ca/faculties/dentistry/prospective_students/%20dent_preReq.html will contain the statement:

“Students concerned about the extent to which they meet the technical standards as outlined in the policy entitled Essential Skills and Abilities for Admission, Promotion and Graduation in the DMD Program, with or without accommodation, are advised to contact the Associate Dean (Academic) for the College of Dentistry.”

Pre-application advice that is given to students will be confidential and independent of the admissions process, any records generated in this regard shall be retained independently from a student's application file, and if applicable, the student's academic record of the College of Dentistry.

Accommodation Committee: An Accommodation Committee of the College of Dentistry will be established to oversee the process of integrating students with disabilities who meet the technical standards as identified in the document entitled Essential Skills and Abilities (Technical Standards) for Admission, Promotion and Graduation in the MD Program. The Accommodation Committee will be chaired by the Associate Dean (Academic), or designate, and membership will include the Coordinator of the University of Manitoba Student Accessibility Services or designate, and two full-time College members drawn from a clinical Department. The Accommodation Committee may elect to consult with other individuals who may include: other members of the College who may be directly involved with specific components of the program and/or student; legal counsel; the Registrar of the Manitoba Dental Association, or designate; and others as deemed appropriate by the Committee. The Accommodation Committee shall correspond with the Chair, Committee for Selection in Dentistry, and/or the Associate Dean (Academic) as dictated by the circumstances of individual students. The Accommodation Committee shall submit an annual report of the Committee's work to Dental College Council Executive.

Student Responsibilities: It is the student's responsibility to self-identify to the Chair of the Accommodation Committee in a timely proactive fashion. Where possible, students are requested to declare their needs to Student Accessibility Services at the time of application, or upon admission, or as soon as possible before registration. Accommodations cannot be made retroactive to an examination or clinical evaluation.

Use of an Intermediary: There are a few circumstances in which an intermediary may be appropriate. However, no disability can be accommodated if the intermediary has to provide cognitive support, substitute for cognitive skills, perform a physical examination and/or in any way supplement clinical and ethical judgment. The appropriateness of an intermediary will be assessed on a case-by-case basis.

Confidentiality: Confidential records of all information regarding accommodation will be placed in the student's file and kept secured in Student Accessibility Services Office. The nature of the disability, the nature of the accommodation, the dates of implementation, as well as any subsequent modification to the original accommodation will be kept on file. This information will not be placed in, nor form any part of the student's academic file. Students will be informed that in order for a requested accommodation to be implemented it may be necessary to share relevant information on a need to know, confidential basis with individuals involved in providing the accommodation (e.g., faculty, clinical supervisors, physical plant, etc.) The specific logistical requests for accommodation will be forwarded to those responsible for facilitating them;

disclosure of the nature of the disability may be required. Students must consent in writing to this degree of communication in order to permit the College of Dentistry to meet their needs.

Procedures

Preadmission: No inquiries regarding an applicant student's disability shall be made by individuals involved in the admissions process. Students who meet the technical standards but may require accommodation for the admissions process or degree program can direct requests for information about reasonable accommodation to the Associate Dean (Academic) for the College of Dentistry, or Student Accessibility Services. Such requests are kept independent from a student's admission file.

Application process: An applicant with a disability may request accommodation for the application process. The request shall be directed to the Chair of the Accommodation Committee, or Student Accessibility Services.

Newly registered students: A student who gains acceptance to the College of Dentistry may direct a request for reasonable accommodation for disability to the Chair of the Accommodation Committee, or Student Accessibility Services. The student requesting the accommodation is responsible for providing Student Accessibility Services with medical documentation to establish that the student has a disability, such that recommendations for accommodation may be determined to be appropriate for the student's condition. If the disability is not documented or if the medical or other relevant documentation is not current or complete, the student may be directed to Student Accessibility Services of the University of Manitoba for a preliminary assessment. The student will then be directed by the Student Accessibility Services office to the appropriate professional for an assessment and for accommodation recommendations.

If there is a delay in acquiring a comprehensive assessment, the Accommodation Committee will meet to develop an interim plan.

The Accommodation Committee will meet with the student to discuss the accommodation plan.

The Accommodation Committee will contact the appropriate persons to facilitate the recommendations. The Committee will ensure that appropriate individualized accommodation is implemented proactively as the student moves through the DMD program. The individual plan will be reviewed as frequently as required as the student progresses through the curriculum, and upon request by the student. Plans will be reviewed by the Committee to determine whether further accommodation is reasonable in the case of a student who does not progress as expected.

Students in their course of study: Should a student become aware of a disability, or acquire an impairment, condition, or illness during their undergraduate dental education program, the student may direct a request for accommodation for disability to the Chair of the

Accommodation Committee, or Student Accessibility Services. Processes will be invoked as identified above. Accommodation for disability if required and approved shall be prospective, not retroactive. Should reasonable accommodation for disability be unsuccessful in assisting the student in attaining the requisite skills and abilities, the student may be requested to withdraw from the DMD program.

Students seeking readmission: Policies and processes regarding students seeking readmission shall be the same as identified above.

Appeals

A student who disagrees with the recommendations of the Accommodation Committee should in the first instance address his/her concerns with the Accommodation Committee. A student has the right to appeal through the standard appeal process within the College of Dentistry. The student may appeal a judgment to the relevant appeal committee of the University of Manitoba. Students are encouraged to consult with the Student Advocacy office for information and assistance about the appeal processes. For information about Respectful Work and Learning Environment policy, students are encouraged to contact Equity Services.

Document Review

The Accommodation Committee will review this policy biannually.

This policy document is adapted from the Max Rady College of Medicine policy document entitled *Accommodation for Undergraduate Medical Students with Disabilities*. That document was adapted with permission from the policy document entitled *Implementation Policy: Students with Disabilities in the MD Program*, approved in 2007 by the College of Medicine, University of Saskatchewan, and is influenced by the AAMC document entitled *Medical Students with Disabilities: A Generation of Practice*, published June, 2005.

Reference may be made to the University of Manitoba Policy entitled *Accessibility for Students with Disabilities*.