

General Rule 33 – Americans with Disabilities Act (ADA)

In accordance with the requirements of Title 11 of the Americans with Disabilities Act of 1990 (“ADA”) and [General Rule 33](#), Clallam County Superior Court will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: Clallam County Superior Court will generally, upon request, provide appropriate aids and services leading to effective communication for qualified person with disabilities so they can participate equally in Clallam County Superior Court’s programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: Clallam County Superior Court will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed at Clallam County Superior Court, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Clallam County Superior Court, should contact Lacey Halberg as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Clallam County Superior Court to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of Clallam County Superior Court is not accessible to persons with disabilities should be directed to Lacey Halberg, pursuant to the Superior Court’s [ADA Grievance Procedure](#).

Clallam County Superior Court will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to person who use wheelchairs.

To Request Accommodation:

- 1. Complete the [Request for Reasonable Accommodation Form](#).**

After reading the detailed instructions, if you have questions or need assistance completing the form, please contact the ADA Coordinator.

Please note that this request will become a public record that may be viewed by the public and other court participants.

2. Submit the completed form to the ADA Coordinator.

Please submit your request as early as possible, but at least five (5) days before your court date. Requests received later than that will be considered and granted, if possible.

3. Provide additional information, if necessary.

Additional information may be provided as needed based on the type of accommodation requested. Such information will become a public record unless you also submit the form “[Sealed Medical and Health Information \(Cover Sheet\) WPF All Cases 01.033](#)” that will automatically seal this additional information so it may be viewed by the public.

ADA Coordinator for Clallam County Superior Court

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