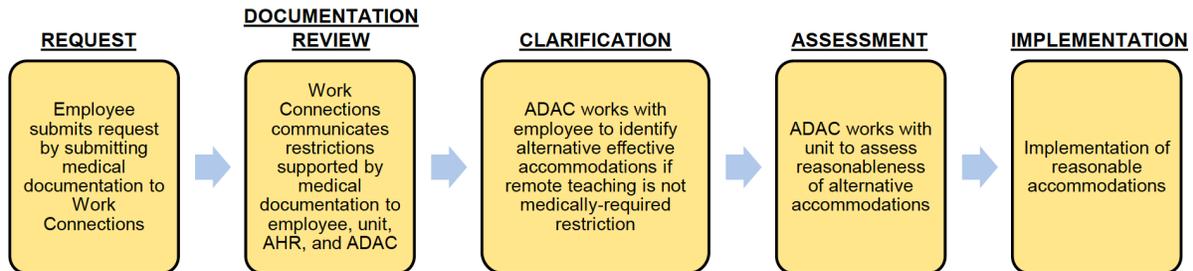


## Work Connection Process for Instructional Accommodation due to COVID

The instructional accommodations process was intended to provide an additional path for accommodating instructors whose *own health condition* places them at greater risk for severe COVID. Work Connections developed a team to address specific faculty needs recognizing their work is different than staff work. Below is a flow chart outlining the general process of instructional accommodations.



**Instructional accommodation process overview.**

### Roles and Responsibilities

**Instructors:** Submit online request about specific physical restriction and medical documentation from health care provider must be attached.

**Work Connections:** Assist instructors and academic units with assessment. Of medical documentation that is provided by the instructor to support the instructor's request to teach in remote or hybrid modality due to their own health condition related to COVID.

**Academic Human Resources:** Provides guidance and support; receives and reviews recommended restrictions; consults with ADA Coordinator and academic unit/department on reasonable accommodation options; facilitates communications with all parties.

**ADA Coordinator:** Works with instructor and their department to explore appropriate accommodations (e.g., online teaching; physical distancing or barriers in a teaching environment; staggered work schedules) to be considered and implemented.

**Academic Units and Departments:** Determination or decision about the appropriateness of accommodations or other measures.

Requests for teaching modality accommodations that are *specific to own health conditions but are unrelated to COVID* follow the standard accommodation request process with the ADA Coordinator at [institutional.equity@umich.edu](mailto:institutional.equity@umich.edu). Requests for teaching modality accommodations that are *unrelated to the employee's own health condition* are directed to their academic unit for consideration based on pedagogy and programmatic need.

### Medical Review Standards

- Based on guidelines established by the CDC and Michigan Medicine.
- Reviewed by Work Connections nurses and consulting physicians
- Indicators of the potential need for restriction include (but not limited to)
  - Persons who are severely immunocompromised, including

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- Persons with primary or acquired immunodeficiency
- Persons on anti-rejection therapy following solid organ transplant or bone marrow transplant
- Persons on biologic therapeutic agents such as tumor necrosis factor inhibitors
- Persons with malignancy and ongoing or recent chemotherapy
- Persons receiving systemic immunosuppressive therapy, including corticosteroids
- Persons with severe chronic illnesses
- Persons 65 years or age or older
- Inability to be vaccinated

Note: Lack of medical documentation support was cited as the most common reason in the delay of Work Connections process or rejection of medical restriction.

For information, please see the following websites:

- <https://hr.umich.edu/working-u-m/my-employment/academic-human-resources/instructional-faculty-remote-work-accommodation-requests>
- <https://www.workconnections.umich.edu/faq/instructional-remote-work-accommodations/>