

POLICY AND PROCEDURES

NUMBER: 1603

SUBJECT: Work Programs for Inmates with Disabilities

ACA STANDARDS: 4-ALDF-6B-05

DIRECTOR: Herbert Bernsen

EFFECTIVE DATE: 9/97 REVISION DATE: 4/02, 12/05, 11/13



I. POLICY

The St. Louis County Department of Justice Services shall establish provisions for inmates with disabilities to work in the facility within the limits of their disability, to ensure fair and equal employment opportunities.

II. RESPONSIBILITIES

All St. Louis County Department of Justice Services' Corrections Case Managers and Corrections Medicine staff are responsible for the following procedures.

III. PROCEDURES

- A. The Department shall support fair and equal employment opportunities for all qualified inmates regardless of disability or handicap. ([See Policy #124 American Disability Act](#))
- B. Prior to any work assignment, the Corrections Case Manager shall determine the degree of an inmate's disability. This shall be accomplished by:
 - 1. Collecting information from the inmate in reference to the disability.
 - 2. Results obtained from Corrections Medicine staff after completion of physical exam and evaluation regarding the extent of the disability.

- C. The Corrections Case Manager shall recommend an appropriate work assignment based on the information collected. ([See Policy #1602 Inmate Work Programs](#))
- D. If the disability is temporary, the inmate will be reevaluated for other work assignments at a later date.
- E. The department will make reasonable alterations/adjustments to work areas or provide resources to assist inmates with disabilities.