

## E-Z ADA CHECKLIST

The Americans with Disabilities Act - the ADA - is a law, passed by Congress and signed by the President in July of 1990, prohibiting discrimination on the basis of disability. The Act contains many parts but this checklist is concerned only with those under Title III that outline the obligations of places of public accommodation to remove physical and communications barriers so the existing facilities can be used by persons with disabilities.

The Title III regulations are designed to make barrier removal readily achievable. In other words, relatively easy and inexpensive to accomplish. In cases where barrier removal is not readily achievable, as, for instance, the addition of an elevator to serve an inaccessible story, the public accommodation is required to make its goods and services available by other (readily achievable) means, such as assigning assistance or changing the location of an activity.

This checklist, based on Title III regulations, is designed to help you identify accessibility issues in order to meet your obligations under the ADA. It is not meant as a complete list of features and actions - just a way to get you started.

Check "YES" or "NO" to each of the following questions.	YES	NO
1. Is there at least one accessible parking space, marked with the International Symbol of Accessibility, for every 25 spaces available?		
2. Are the accessible spaces closest to the accessible entrance?		
3. Is there a flat, wide, firm surface on the walkway leading from the parking area to the building?		
4. Is there a way to enter the building independently without steps?		
5. If there are steps at the main entrance, is there also a ramp or lift, or is there an alternative accessible entrance?		
6. Do steps have non-slip surfaces and continuous rails on both sides, with extensions beyond the top and bottom stairs?		
7. Do all ramps longer than 6 feet have railings on both sides, non-slip surfaces and landings at the top, bottom and after every 30 ft of length?		
8. Does the accessible entrance provide direct access to the main floor, lobby, or elevator?		
9. Are all public spaces on an accessible route of travel from the accessible entrance?		
10. Are there ramps, lifts, elevators or an accessible alternate		

route to all levels of the building?		
11. If emergency systems are provided, do they have both flashing lights and audible signals?		
12. Are all door handles operable with a closed fist?		
13. Is carpeting low-pile, tightly woven, and securely attached along edges?		
14. Are all controls available for use by the public (including electrical, mechanical, cabinet, game, and self-service controls) located at a height a child can reach and operable with a closed fist?		
15. Are there wide aisles between fixed seating and wheelchair seating throughout the venue?		
16. Are there signs showing location of services and activities and do they have raised lettering, contrasting colors, and Braille?		
17. Are there accommodations where food and goods are sold for customers who have difficulty reaching over a high counter?		
18. If rest rooms are available to the public, is there at least one rest room with a door operable with a closed fist?		
19. Does that rest room have a stall that provides greater access than a typical stall?		
20. In the accessible stall, are there grab bars behind and on the side wall nearest to the toilet?		
21. Is the stall door operable with a closed fist, inside and out?		
22. Are faucets, soap and other dispensers, and hand dryers within easy reach and usable with one closed fist?		
23. Is there a single "hi-lo" water fountain with controls mounted on the front or on the side near the front edge, and operable with one closed fist?		
24. If pay or public use phones are provided, are they at a height a child can reach, with push-button controls, hearing-aid compatibility and adapted with volume control?		
25. If there are four or more public phones in the building, is one of the phones equipped with a text telephone (TT or TDD)?		

Assistance is available to culture and history sites in West Virginia through the PEER network of consultants. For more information, please contact Deborah Haught, Community Arts Coordinator, at 558-4800 or [Debbie.haught@wvculture.org](mailto:Debbie.haught@wvculture.org)