



Superior Court of Arizona

Pinal County

Court Human Resources

Medical Inquiry Form in Response to an Accommodation Request

Employee Name: _____ Title: _____ Dept: _____

A. Questions to help determine whether an employee has a disability

A person has a disability under the ADA if the person has an impairment that substantially limits one or more major life activities.

The following questions may help determine whether an employee has a disability:

Does the employee have a physical or mental impairment? Yes No

What is the impairment?

Is the impairment long-term or permanent? Yes No

If not permanent, how long will the impairment likely last?

Does the impairment affect a major life activity? Yes No

If yes, what major life activity(s) is/are affected?

- | | | | |
|---|------------------------------------|-----------------------------------|--|
| <input type="checkbox"/> Caring For Self | <input type="checkbox"/> Walking | <input type="checkbox"/> Hearing | <input type="checkbox"/> Lifting |
| <input type="checkbox"/> Interacting With Others | <input type="checkbox"/> Standing | <input type="checkbox"/> Seeing | <input type="checkbox"/> Sleeping |
| <input type="checkbox"/> Performing Manual Tasks | <input type="checkbox"/> Reaching | <input type="checkbox"/> Speaking | <input type="checkbox"/> Concentrating |
| <input type="checkbox"/> Breathing | <input type="checkbox"/> Thinking | <input type="checkbox"/> Learning | <input type="checkbox"/> Reproduction |
| <input type="checkbox"/> Working | <input type="checkbox"/> Toileting | <input type="checkbox"/> Sitting | |
| <input type="checkbox"/> Other (please describe): _____ | | | |

Is the employee substantially limited in one or more of the major life activities that you checked?

Yes No

B. Questions to help determine whether an accommodation is needed

An employee with a disability is entitled to an accommodation only when the accommodation is needed because of the disability.

The following questions may help determine whether the requested accommodation is needed because of the disability:

What limitation(s) is interfering with job performance?

What job function(s) is the employee having trouble performing because of the limitation(s)?

How does the employee's limitation(s) interfere with his/her ability to perform the job function(s)?

C. Questions to help determine effective accommodation options

If an employee has a disability and needs an accommodation because of the disability, the employer must provide a reasonable accommodation, unless the accommodation poses an undue hardship.

The following questions may help determine effective accommodations:

Do you have any suggestions regarding possible accommodations to improve job performance?
If so, what are they?

How would your suggestions improve the employee's job performance?

D. Other comments

Medical Professional's Signature

Date

Please return this form to:

**Superior Court in Pinal County – Court Human Resources
P.O. Box 1748, Florence, Arizona 85132
PinalSCHR@courts.az.gov / HIPPA Fax: 520.866.5471**

If returning in person: Court HR is located on the 3rd Floor of the Superior Court Building, west of the hearing rooms.

GENETIC INFORMATION NONDISCRIMINATION ACT OF 2008 DISCLOSURE

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law. To comply with this law, we are asking that you not provide any genetic information when responding to this request for medical information. "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.