**AODA – Multi-Year Accessibility Plan for the Integrated Accessibility Standards Regulation (IASR)**

**Intent**

This 2022 to 2027 accessibility plan outlines the policies and actions that Clarion Medical Technologies puts in place to improve opportunities for people with disabilities in accordance with the requirements communicated under the [Integrated Accessibility Standards, Ontario Regulation 191/11](http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_110191_e.htm)*.*

**Statement of Commitment**

Clarion Medical Technologies is committed to providing a barrier-free environment for all stakeholders, including our clients, employees, job applicants, suppliers, and any visitors who may enter our premises, access our information, or use our services. As an organization, we respect and uphold the requirements set forth under the *Accessibility for* *Ontarians with Disabilities Act, 2005*, and its associated regulations.

Clarion Medical Technologies understands that we have a responsibility for ensuring a safe, dignified, and welcoming environment for everyone. We are committed to ensuring our organization’s compliance by incorporating accessibility legislation into our policies, procedures, equipment requirements, training, and best practices. We will review these policies and practices annually, as organizational changes occur, or in anticipation of compliance deadlines. In addition, we will strive to meet the needs of individuals with disabilities in a timely and effective manner.

Providing an accessible and barrier-free environment is a shared effort, and we are committed as an organization to working with the necessary parties to make accessibility for all a reality.

**Plan**

**Accessible Emergency Practices**

Clarion Medical Technologies is committed to providing our employees and contractors with disabilities an individualized emergency response information as requested. When disclosed that an employee or contractor has a requirement that requires special attention during an emergency, a plan will be developed in conjunction with Human Resources and the individual’s manager to ensure the safety of that person during an emergency. The plan will be documented and kept in the individual’s employee file.

For the limited number of areas within Clarion Medical Technologies that are accessible to the public, emergency information will be available in an accessible way upon request.

**Training**

Clarion Medical Technologies provides training to employees, volunteers and other staff members on Ontario’s accessibility laws and on Human Rights Code as it relates to people with disabilities. Training is provided in a way that best suits the duties of employees, volunteers and other staff members.

Clarion Medical Technologies will continue to take the following steps to ensure employees are provided with the training needed to maintain an understanding of AODA standards:

* All new employees are required to complete AODA trainings during their orientation which includes Clarion Medical Technologies’ policies on Accessibility and our Commitment to comply with AODA regulations.
* All employees are required to complete an annual AODA refresher training
* All employees are required to read and comply with any additions and amendments to all policy related to requirements under the Accessibility for Ontarians with Disabilities Act.
* Published AODA policies are posted on Clarion Medical Technologies website.

**Information and Communication**

Clarion Medical Technologies is committed to meeting the communication needs of people with disabilities. We will consult with people with disabilities to determine their information and communication needs. Accessible information will be provided according to the needs identified or upon request.

Clarion Medical Technologies has taken the necessary steps to make its website and content conform with WCAG 2.0, Level AA.

Clarion Medical Technologies has taken the following steps to ensure existing feedback processes are accessible to people with disabilities upon request, to the extent practicable:

* Clarion Medical Technologies’ customer feedback processes allow for multiple types of communication such as email, telephone, or regular mail.
* Clarion Medical Technologies’ accessibility related inquiries are forwarded to Human Resources for review and resolution.

Clarion Medical Technologies has taken the following steps to make sure all publicly available information is made accessible upon request, to the extent practicable:

* All employees receive training on the AODA Integrated Accessibility Standards Regulation.
* Accessible formats and communication support will be produced upon request in a timely manner with no additional cost charged.

**Employment**

Clarion Medical Technologies is committed to fair and accessible employment practices and continues to take the following steps to notify applicants and employees that accommodations will be provided, upon request:

* All job advertisements include a statement indicating that Clarion Medical Technologies complies with AODA and provide accommodation upon request.
* The Clarion Medical Technologies’ new hire orientation program includes training on accessibility.
* Review existing policies and procedures and where necessary, augment processes for people with disabilities.
* Continue to accommodate employees by providing individual accommodation plans and providing information in an accessible format, as needed.
* Employees are encouraged to bring forth suggestions and input regarding Clarion Medical Technologies’ accessibility policies and processes.

Clarion Medical Technologies will continue to ensure the accessibility needs of employees with disabilities are considered during performance management, career development and redeployment processes.

**Information**

For more information on this accessibility plan, please contact Clarion’s Human Resources department:

* Phone: 519-620-3900
* Email: hr@clarionmedical.com

Alternative accessible formats of this document are available at no cost upon request.