

**College of Pharmacy and Nutrition
University of Saskatchewan
Disability Accommodation Policy¹**

**Approved by the College of Pharmacy and Nutrition
Faculty - March 18, 2013
Faculty Council – October 9, 2013**

A. Purpose of the Policy

The purpose of this document is to outline Disability Accommodation Policies which are specific to the Pharmacy or Nutrition/Dietetics programs (B.S.P. or B.Sc. Nutrition).

This document aligns with and is a supplement to the University of Saskatchewan Academic Accommodation and Access for Students with Disabilities Policy. In addition, relevant legislation under the Saskatchewan Human Rights Code was considered in the development of this document.

For the purposes of this policy, disabilities are those defined as such in the *Saskatchewan Human Rights Code*, and as such, ‘disability’ means:

- i. any degree of physical disability, infirmity, malformation or disfigurement and, without limiting the generality of the foregoing, includes:
 - A) epilepsy;
 - B) any degree of paralysis;
 - C) amputation;
 - D) lack of physical co-ordination;
 - E) blindness or visual impediment;
 - F) deafness or hearing impediment;
 - G) muteness or speech impediment; or
 - H) physical reliance on a service animal, wheelchair or other remedial appliance or device; or
- ii. any of:
 - A) an intellectual disability or impairment;
 - B) a learning disability or a dysfunction in one or more of the processes involved in the comprehension or use of symbols or spoken language; or
 - C) a mental disorder: a disorder of thought, perception, feelings or behaviour that impairs a person’s:
 - a. judgment;
 - b. capacity to recognize reality;
 - c. ability to associate with others; or
 - d. ability to meet the ordinary demands of life.

B. Principles

1. The College of Pharmacy and Nutrition will fulfill its obligations under the Saskatchewan Human Rights Code and adhere to relevant University of Saskatchewan policies related to reasonable accommodation for students with disabilities.
2. The College of Pharmacy and Nutrition will fulfill its obligations related to duty to inquire relative to students, who based on observed performance in class, laboratories, or clinical practica, may potentially require disability accommodation.

¹ Adapted with permission from the Disability Accommodation Policy, Master of Physical Therapy Program, University of Saskatchewan, October 1, 2010

C. Scope of Policy

This Policy applies to all individuals with disabilities who:

- are considering applying to the B.S.P. or B.Sc. Nutrition program
- have applied to the B.S.P. or B.Sc. Nutrition program
- have been accepted into the B.S.P. or B.Sc. Nutrition program
- are currently enrolled in the B.S.P. or B.Sc. Nutrition program

D. Purpose/Goal of the Programs

(insert from Strategic Plan)

E. Integrity of the Programs

The following are integral to the College of Pharmacy and Nutrition programs and inform decisions related to provision of accommodation as it relates to undue hardship.

i. Accreditation:

The B.S.P. program is subject to Accreditation by the Canadian Council for the Accreditation of Pharmacy Programs (CCAPP). The B.Sc. Nutrition program is subject to accreditation by Dietitians of Canada (DC). Accreditation is both a process and a condition. The process involves an integrated system of continuous assessment, evaluation, and improvement to comply with specified standards. The condition or state of being accredited provides a credential to the public and regulators, assuring that a program has accepted and is fulfilling its commitment to educational quality.

As such, although the delivery of the curriculum and mechanisms in which the curriculum is completed and assessed may be modified, the integral components of the curriculum (including classroom, laboratory and clinical content) must not be waived or compromised.

ii. Essential Skills and Attributes:

There are bona fide occupational requirements (also called essential skills and attributes) associated with the professions of Pharmacy and of Nutrition/Dietetics. These include academic, clinical, behavioural, legal-ethical (e.g., immunization requirements, criminal record checks, insurance) and professional performance requirements. Detailed information related to these requirements is available in the following documents:

- *Essential Skills and Attributes Required for the Study of Pharmacy at the University of Saskatchewan*
- *Essential Skills and Attributes Required for the Study of Nutrition/Dietetics at the University of Saskatchewan*

The College of Pharmacy and Nutrition must abide within the context of affiliation agreements with health regions, health care facilities, and other organizational entities to provide structured practical experiences and/or internship placements for students. These affiliation agreements outline the legal-ethical requirements for students participating in these placements. The terms of these agreements are idiosyncratic and are subject to change.

All Pharmacy and Nutrition/Dietetics students must demonstrate competency and adherence in regards to these essential skills and attributes.

iii. Performance:

Students of the Pharmacy or Nutrition/Dietetics programs, including students with disabilities, are responsible for: maintaining a high level of academic performance and exhibiting professional behaviours as well as adhering to College of Pharmacy and Nutrition attendance or other regulations for lectures, laboratories, tutorials and clinical practica. Regular classroom, laboratory and clinical attendance is required of all students. Exceptions to the existing attendance policy for students with disabilities are only for those absences that comprise part of a student's accommodation plan.

F. Program Duration

Normally students are expected to participate in full-time study in the four-year Pharmacy or Nutrition/Dietetics program. As per College of Pharmacy and Nutrition policies, time extensions may be granted to students who encounter problems while actively trying to finish their program; however, the official time limit for completion of the program is seven years. When necessary and when feasible, the College will attempt to provide accommodation for students with disabilities which will facilitate the completion of the student's program within the designated time period.

In certain instances, individuals with disabilities who are experiencing difficulties in fulfilling their obligations as a student may apply for a leave. For students who have applied for and have been granted an approved medical or compassionate leave, the College's usual policies will apply (i.e., the leave period is included in the 7-year time period for completion of the degree with extensions granted as noted above.).

G. Pre-Screening Tool

As noted in Section E, there are essential skills and attributes for the professions of Pharmacy and Nutrition/Dietetics. These requirements are reflected in the content of the curriculum as well as in the expectations of students related to performance and participation in the classroom, laboratory and practicum components of the programs.

To assist individuals in understanding the demands of the profession/program as well as in determining their suitability for the profession/program, the following documents have been provided: *Essential Skills and Attributes Required for the Study of Pharmacy at the University of Saskatchewan* and *Essential Skills and Attributes Required for the Study of Nutrition/Dietetics at the University of Saskatchewan*.

It is recommended that individuals with disabilities review this document to determine whether or not their disability may present an issue and what types of accommodations they may require to achieve and demonstrate the essential skills and attributes. Students are advised that in addition to the screening tool noted above, the use of other screening tools may be recommended.

H. Disability Registration, Self-Disclosure and Timing

The College of Pharmacy and Nutrition is committed to assisting students with disabilities in entering and completing either the Pharmacy or Nutrition/Dietetics program. As such, a student with disabilities is best able to determine and/or facilitate his/her future success in the desired program by registering with Disability Services for Students (DSS) and self-disclosing his/her disability and accommodation requirements as soon as possible.

Given the intensive nature of the Pharmacy or Nutrition/Dietetics program, as well as the specialized needs of each profession, investigation of the feasibility of accommodation options may take some time. In addition, the implementation of accommodation plans, when deemed feasible, may involve some modifications to the scheduling of components of the program. As such, the sooner a student registers, the sooner the process for accommodation can begin.

For additional information related to the process which is to be followed in order to register a disability and to request accommodation, individuals are encouraged to review the College of Pharmacy and Nutrition Disability Accommodation Procedures.

I. Accommodation Needs Assessment

Student with disabilities who wish to pursue an accommodation needs assessment should refer to the University of Saskatchewan Academic Accommodation and Access for Students with Disabilities Policy.

Students are responsible for organizing their own assessment of disability and accommodation requirements. Support is available for students through Disability Services for Students. The College may also be able to direct individuals to other resources. In addition, the College Disability Accommodation Teams may be able to provide some basic advice to students in regards to adaptive technology related to the professions of Pharmacy or Nutrition/Dietetics; however, the College is not responsible for investigating or sourcing these technologies on the student's behalf.

The particulars of the needs assessment may need to be modified on a case-by-case basis as identified by the relevant Disability Accommodation Team.

J. Disability Accommodation Teams

Several Accommodation Teams are tasked with reviewing requests by students with disabilities to develop accommodation plans. At a minimum, these are the:

- Pharmacy and Nutrition Admissions Disability Accommodation Team
- Pharmacy Academic and Clinical Disability Accommodation Team
- Nutrition/Dietetics Academic and Clinical Disability Accommodation team

The Disability Accommodation Teams are comprised of adequate representation to ensure appropriate linkages with Disability Services for Students, the College of Pharmacy and nutrition and the external community (as needed). Teams may evolve over the length and phases of the student's program. Detailed terms of reference for the disability accommodation teams are available.

K. Time to Organize Accommodation

Students who anticipate requiring time to organize suggested accommodations should identify their needs as early as possible prior to admission, or when a disability is identified. If necessary to organize accommodations, a student who has received an offer of admission may request a deferral of admission for one year, while accommodations are being arranged. Any student currently enrolled in Pharmacy or Nutrition & Dietetics, and who has been identified as having a disability, may request a medical leave of up to one academic year to organize accommodations. Such requests will be dealt with by a Disability Accommodation Team who will make recommendations to the Associate Dean (Academic).

L. Scholarships

Students with disabilities are assessed utilizing the same criteria as other Pharmacy or Nutrition students in regards to eligibility for and awarding of scholarships.

M. Student Responsibilities

It is the student's responsibility to register in a timely fashion with DSS. As disability registration and accommodation planning may take time, students are responsible for meeting all prescribed deadlines related to disability accommodation.

Students are required to actively participate in the accommodation planning in order to receive appropriate accommodation.

An accommodation plan is designed to allow the student to meet program requirements; however, it does not guarantee successful completion of the program.

A student has the right to waive an accommodation; however, he/she will then be expected to meet the performance standard set without accommodation.

N. Joint University/Student Responsibilities

The Disability Accommodation Teams will make every effort to ensure that student accommodation needs are met as they progress through the Pharmacy or Nutrition/Dietetics program. However, it should be recognized that students must also take an active role in the accommodation process. Successful completion of the program will require every student to meet all of the essential skills and attributes outlined.

This mutual responsibility will help ensure that the students' accommodation needs are being addressed during the diverse educational activities both on and off campus, and throughout the varied student evaluations.

O. Documentation

Documentation of student accommodation requests, and those that are implemented, is paramount for ensuring that the appropriate and necessary steps have been taken in a timely manner to assist a student who has identified the need for accommodation.

The supporting documentation that provides evidence for the required accommodation, and the accommodation that has been implemented will be kept separate from the student's academic file. This file will be housed in the DSS office.

In order for a requested accommodation to be implemented, it may be necessary to share relevant information on a need to know basis with the Disability Accommodation Team.

The final accommodation plan will be included in the student's file in the College of Pharmacy and Nutrition. Any other relevant information will be included with the student's consent.

P. Privacy

Confidentiality of all students' personal information will be respected at all times.

Particulars of a student's disability will not be disclosed to anyone without the express consent of the student.

Particulars regarding a student's accommodation plan may be shared on a need to know basis with those involved in implementing the plan or those affected by the plan.

Q. Appeals

A student who disagrees with the recommendations of the Accommodation Team has the right to appeal, as per the University of Saskatchewan Academic Accommodation and Access for Students with Disabilities Policy.

R. Policy Review

The College of Pharmacy and Nutrition Disability Accommodation Policy will be reviewed by the Academic Affairs committee, in consultation with DSS, and modified as needed. The policy will be reviewed annually for the first three years and biannually thereafter.

Approved by the Academic Affairs Committee: December 3, 2012