**ACCOMMODATIONS FOR CO-OP INTERNSHIPS AND CLINICAL PLACEMENTS**

The following chart provides a synopsis of the various roles and responsibilities related to setting up accommodations for internships. The ideal approach would be for students, co-op coordinators, and Center for Accessible Resources (CAR) advisors to collaborate on a plan for accommodations prior to the internship.

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| **Students** | **Program Dept.** | **CAR** | **Co-op Coordinator** |
| Inform DR they have a co-op or clinical internship; discuss accommodations. | Provide clear expectations and guidelines related to co-op/clinical placements. | Ask students to inform CAR when accommodations are needed for internships. | Inform CAR advisor that the student is requesting accommodations. |
| Inform co-op or clinical coordinator that accommodations may be needed due to a disability | Discuss with students how they will accomplish these competencies. | Provide coaching related to disclosure and encourage student self- advocacy. | Assist students in finding accessible placement sites. |
| Discuss accommodation needs with on-site supervisors and others as appropriate | Consult with Center for Accessible Resources as well as refer students to CAR to discuss internship accommodations. | Collaborate with co-op coordinators to plan what accommodations will be needed. | Inform placement site of requested accommodations, and coordinate any needed equipment with Center for Accessible Resources. |
| In the case of medical needs: for safety of the student, inform placement site so they are aware and prepared |  |  | Stay in contact with student and CAR as to how internship is progressing and whether accommodations are adequate. |

**Website Resources:** JAN (Job Accommodation Network): <http://www.askjan.org> PEPNet (Deaf and Hard of Hearing): <http://www.pepnet.org> Center for Accessible Resources website/phone: <http://www.lanecc.edu/disability>

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