



Name of Check Person: _____
 Chapter Name: _____
 Date of Check: _____
 Site Name: _____
 Site Address: _____

All accessibility check documents must be kept on file in the chapter office (central location recommended). Attach written report and all correspondence regarding the check.

For scoring, BG = Best Guess

	<u>PARKING</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A												
1	Do the number of accessible parking spaces meet applicable code requirements? <table border="0"> <tr> <td><u>Total Spaces</u></td> <td><u>Accessible Spaces</u></td> </tr> <tr> <td>1-15</td> <td>1</td> </tr> <tr> <td>26-50</td> <td>2</td> </tr> <tr> <td>51-75</td> <td>3</td> </tr> <tr> <td>76-100</td> <td>4</td> </tr> <tr> <td>100+</td> <td>Never less than 2% of total spaces; (e.g. If 500 total spaces, multiply 500 x .02 = 10 accessible spaces minimum)</td> </tr> </table>	<u>Total Spaces</u>	<u>Accessible Spaces</u>	1-15	1	26-50	2	51-75	3	76-100	4	100+	Never less than 2% of total spaces; (e.g. If 500 total spaces, multiply 500 x .02 = 10 accessible spaces minimum)	Total # of spaces _____ # of accessible spaces _____				
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	<u>PARKING</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
2	In a site's parking lot, are 1 out of every 8 accessible spaces 16 feet (192") wide and have 98 inches (8.1') of vertical clearance to accommodate a lift-equipped van?	How many spaces can accommodate a van? _____				
3	Are accessible parking spaces are marked with the International Sign of Accessibility?					
4	What is the distance from accessible parking to main entrance, using the path that has no stairs or curbs to negotiate?					
5	Are walk surfaces stable, firm, and slip resistant?					

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	<u>ENTRANCE & DOORS</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
1	Does at least one <u>main</u> path of travel to approach a building not require the use of stairs?					
2	Is a main approach path of travel at least 36" wide?					
3	Is a main approach path stable, firm, and slip-resistant?					
4	Can all objects protruding into the main approach path of travel be detected by a person with a visual disability using a cane?					
5	Objects are within 27" of the ground or, if hanging or mounted overhead, are higher than 80".					
6	Do accessible entrance doors have a clear opening of at least 32"? Double doors have one leaf of at least 32"?					

7	<p>How many entrance doors?</p> <p>Note: When more than one entrance door, give the location & measurement of each. (Use extra paper, if necessary.)</p>					
8	<p>Do entrance doors have 18" of clear wall space on the pull side next to the handle?</p> <p>Note: When more than one entry, give the location & clear wall measurements of each entrance door.</p>					
9	<p>Are door handles no higher than 48"?</p> <p>Note: When more than one door, give handle height measurement & closed fist operability of each.</p>					
10	<p>Can doors be opened with a closed fist?</p>					
11	<p>Do entrance doors have a level threshold (less than 1/4" high) or beveled (no more than 1/2" high)?</p> <p>Note: When more than one entrance, give the location and threshold measurement of each.</p>					

12	<p>Do doors with closers take at least 3 seconds to close?</p> <p>Note: When more than one door with closer, give location and estimated closure time of each.</p>					
13	<p>Do interior doors (not exterior) require no more than 5 pounds of force to operate?</p> <p>Note: When more than one door, give location and <u>estimated</u> force measurements of each.</p>					
14	<p>Are doormats no higher than 1/2" and are secured to the floor at all edges?</p> <p>Note: When more than one doormat, give location and height of each.</p>					
15	<p>When the main entrance is not the accessible entrance, do clearly visible directions indicate the location of the accessible entrance?</p>					

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	<u>RAMPS</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
1	Do ramps have slopes no greater than 1:12 (which means that for every one inch of height or rise, there are 12 inches (one foot) of ramp "length" or "run?")					
2	What is the length or run of the ramp?					
3	What is the height or rise covered by the ramp? Note: When more than one ramp, give the location & measurements of each.					
4	How many ramps are longer than 6 feet?					
5	Does each 6+ ft. ramp have a railing on each side?					
6	Are railings sturdy and between 34 and 38 inches high with the width between the two sides of the ramp being at least 36 inches?					
7	Do ramps have a non-slip surface?					
8	Do long ramps have 5' flat landings every 30 ft, at top/bottom and switchbacks? Note: Give location & measurements of any that do not.					

Note: A simple rule of thumb when measuring ramps is to divide the run (length) by the rise (height). That figure should be between 12 and 16. Example: A run of 336 divided by a rise of 26 (26/336) equals 12.92. This is an acceptable slope. According to the Disability and Business Technical Assistance Center (DBTAC), the ratio of 1:16 is optimal, but 1:12 is compliant.

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	<u>RESTROOMS</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
1	Do doors of accessible rest rooms open "out" and have a clear opening of at least 32 inches?					
2	Do doors of accessible rest rooms have handles operable with a closed fist?					
3	Are handles located no more than 48" high?					
4	Does the configuration of an accessible rest room provide at least 36 inches of clear width for forward movement and a 5-foot diameter of clear space or a T-shaped space to make turns?					
5	How many rest rooms identified as accessible have this configuration?					
6	Does a wheelchair-accessible toilet stall have an area of at least 5 ft. by 5 ft. & clearance of door swing? Note: A stall, which is 36 by 69 inches or 48 by 69 inches, is less than ideal but does provide greater access than a typical rest room stall. Note: If more than one, give location and measurements for each.					

	<u>RESTROOMS</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
7	Do accessible toilet stalls have horizontal grab bars installed on the wall <u>behind</u> and <u>on the sidewall</u> nearest to the toilet? Note: If more than one, give location and measurements for each.					
8	What is the total number of accessible rest rooms located in the site?					
9	Doors to accessible rest rooms require no more than 5 lbs. of force?					
10	Are doors on accessible toilet stalls operable with a closed fist, inside & out?					
11	Are toilet seats in accessible stalls between 17-19 inches high?					
12	Is a path at least 36 inches wide provided to reach all fixtures in an accessible rest room?					
13	Does at least one basin in an accessible rest room have a clear space in front of 30 inches wide by 48 inches deep?					
14	Are basin rims in an accessible rest room no higher than 34 inches?					
15	In an accessible rest room, is there at least 29 inches from the floor to the basin apron?					

16	In accessible rest rooms, are faucets operable with one closed fist?					
17	In accessible rest rooms, are soap, other dispensers, towels, and hand dryer no higher than 48 inches from floor?					
18	Are dispensers operable with a closed fist?					
19	Are any automatic flush toilets/towel dispensers/soap dispensers and water at sink available?					
20	Are mirrors in accessible rest rooms mounted with the bottom edge of the reflecting surface no more than 40 inches from the floor?					
21	Are accessible rest rooms identified with unambiguous signs?					

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	<u>MEETING ROOMS & CONFERENCES</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
1	Do conference rooms allow participants with restricted mobility to fully access seating locations and the speaking area?					
2	Do access doors to conference/meeting rooms have a clear opening of 32"?					
3	Do meeting room access doors have handles operable with a closed fist?					
4	Are aisles around conference tables a clear 54" wide (minimum)?					
5	At a conference table, is accessible seating and access to seating available throughout the meeting room?					
6	Do conference tables provide wheelchair knee space of a minimum of 27" height, 30" width, and 19" depth?					
7	Are conference table chairs approximately 18" high to coordinate with the appropriate table height?					
8	In lecture room and amphitheatres, are aisles between rows at least 18" wide?					

	<u>MEETING ROOMS & CONFERENCES</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
9	Are speaker platforms accessible to speakers with restricted mobility and to users of wheelchairs?					
10	Is accessible seating for attendees in wheelchairs provided at dispersed locations, with sightlines comparable to other areas?					
11	Are wheelchair seating spaces on level areas that are 33" wide by 48" deep for front or rear access and 33" wide by 60" deep for side access?					
12	Crossing (walking) areas in front of the front rows are at least 4 ft. wide?					

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	<u>ELEVATORS / CHAIR LIFTS / TELEPHONES</u>	Yes	No	If no, what reasonable accommodation can be made?	Comments	N/A
1	Does the site have more than one bank of elevators? If yes , give the location & measurements of any elevator that differs from the given standard measurement.					
2	Does elevator have visible floor indicators outside of each elevator location?					
3	Does elevator have audible floor indicators outside of each elevator location?					
4	Are call buttons in the hallway no higher than 42 inches?					
5	Does the floor area of elevator cars provide space for wheelchair users to enter the car, maneuver within reach of controls, and exit from the car?					
6	Are chair lifts (smaller, mechanical systems) used to raise a person or chair one at a time to another level of a building?					
7	Are lifts usable without assistance OR a call button is provided?					
8	Are lift controls between 15" and 48" high?					
9	Is a public or pay phone available for use?					