



Accessibility Plan

Part.1 Baseline Report

Provide an analysis of the types of barriers Manitobans may face in accessing your programs, facilities and services. Highlight those that are most significant to your organizational mandate and to the public.

Types of Barriers Manitobans may face accessing our services:

- Snow/Snow removal in winter can create temporary barriers to physical access.
- Applications for service are only available online. Computer access is available on site for those who do not have access to these resources at home/in the communities.
- City of Winnipeg construction activities may limit accessibility from 2018-2019 due to:
 - Noise.
 - Vibration.
 - Construction vehicles limiting access to parking lot.

A. Overview of Programs and Services

- We establish and maintain a registration process that ensures RNs are qualified and competent.
- We set and maintain nursing practice standards for RNs.
- We approve nursing education programs.
- We receive and investigate complaints about the nursing practice and conduct of RNs.

Our Clients:

- Applicants, registrants and members of the public.

B. Accessibility Achievements

- People with living with accessibility challenges have been included College Committees. These people have reported being able to navigate the building, access our services and participate in committee activities.
- Respectful Workplace Policy in place.
- Style and typography guide for communication.
- Documents available in “Word” format on request to allow people to adjust font size.
- Website is compatible with text reading software.
- Braille on washroom doors and elevator controls.
- Public documents placed online where size of document can be increased by the reader as required.
- Elevator available for access to second floor.

- Front desk at a lower height to allow persons with mobility challenges to be at eye level to front desk reception staff.
- Quiet room available.
- Hearing assist device available at front desk.
- Ergonomic assessment of workspace offered to all staff
- Employee Assistance Plan (EAP) available for employee access.

C. Barriers to Accessibility

What organizational policies may inadvertently create barriers? Are there any temporary barriers which may be created by renovations or computer software upgrades that could create accessibility barriers?

Identified Barriers Accessibility:

- Washroom soap and towel dispensers are not at an easily accessible height.
- Power outage may affect elevator usage.
- Microwave ovens in staff break rooms are not at an easily accessible height.
- Kitchen sinks are not accessible to those in wheelchairs.
- Counter tops are not accessible for those in wheelchairs.
- Washrooms meet building code however they do not have automatic doors.
- Policies consider affect on those with accessibility challenges.

Part.2 Accessibility Plan

A. Statement of Commitment

The College is committed to providing a safe, respectful and barrier free environment for all people in the provision of our services. We believe in inclusion. We are a committed to meeting the needs of people who face accessibility barriers. We are committed to meeting requirements of The Accessibilities for Manitobans Act (AMA)

B. Current Policies/Process that address accessibility and inclusion in the workplace

- EDSR-03 Respectful Workplace.
- AA3- Disclosure of a Condition or a Disorder
- EE-7 Human Resources
- EE-7 Interactions with the Public and Registrants
- AS-07 Consultation.
- GP-3 Council Code of Conduct
- GA-02 Organizational Climate.
- GP-4.1 Appointments Committee-Terms of Reference
- GA-03 Treatment of Staff.
- GA-10 Dress Code.
- HS-02 Employee Health and Safety.
- HR-01 Equal Opportunity.
- HR-02 Recruitment and Selection.

- PC-02 Publication.
- PC-03 College Website
- College Style Guide

C. Actions

Action 1: Workplace Health and Safety Committee to also manage accessibility concerns/issues

Initiatives Actions: June 26, 2018 Safety walk through of building completed. During walk through workspaces observed for barriers to accessibility.

- Currently washrooms are compliant.

Expected Outcomes:

Action 2: June 26, 2018 Jason Trottier to begin accessibility plan

Initiatives/Actions:

- Plan to be completed by November 5, 2018 and forward to the Leadership Team for their review.
- Plan to be placed on website after review by Leadership Team.
- Plan will also be placed in the Common Drive for staff to view/access/distribute as required.

Action 3: Ongoing workplace health and safety committee review

Initiatives/Actions:

- Adding accessibility observations to Work Place Health and Safety Quarterly to inspections.
- Work Place Health and Safety committee will review accessibility issues when feedback is received/concerns are brought forward, and will make recommendations to the Leadership Team.

Action 4: Meeting the service standard training

Initiatives/Actions:

- Susan Irwin to arrange training for the January 2019 general staff meeting. All current will be trained at that time
- For new employees accessibility training will be developed and included as part of orientation.

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Senior manager's signature:



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