

CAPtions

Summer/Fall 2015

News Bulletin of the Computer/Electronic Accommodations Program
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Inside the Summer/Fall 2015 Edition

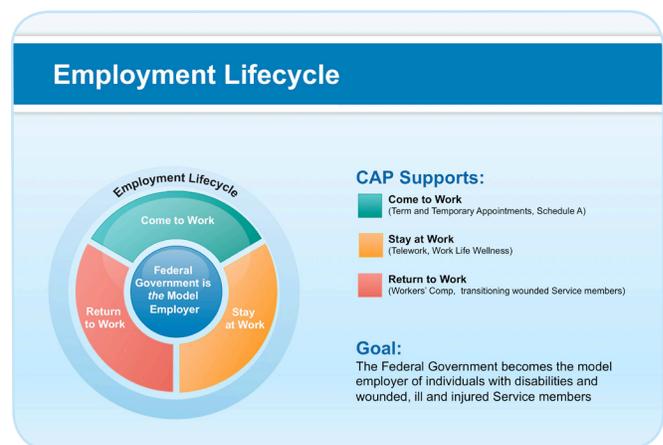
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National Disability Employment Awareness Month

October is National Disability Employment Awareness Month and this year’s theme is “My Disability Is One Part of Who I Am.” This is a great time to reflect on the past year’s accomplishments and focus ahead on the year to come. At CAP, we are committed to doing all we can to accommodate federal employees with disabilities in support of **the employment lifecycle**.

This includes allowing individuals with disabilities to **come to work** through special hiring authorities, like Schedule A, through term and temporary appointments, or through resources, such as the Workforce Recruitment Program (WRP). CAP is also committed to helping individuals **stay at work** by promoting best practices in ergonomics and providing accommodations to individuals with signed agreements who telework. Additionally, CAP believes it is critical to help qualified individuals **return to work** if they have developed a disabling condition. This includes workers’



compensation beneficiaries and Service members who were injured while on active duty and are now seeking employment as a civilian in the Federal Government.

CAP is committed to providing the assistive technology services and devices to individuals at any point in the employment lifecycle. Throughout the remainder of this newsletter, we will focus on some of the resources available to individuals with disabilities in the Federal Government and how CAP can introduce assistive technology to create better outcomes for individuals in the workforce.

For more information about National Disability Employment Awareness Month (NDEAM), please visit: <http://www.dol.gov/odep/topics/ndeam/>



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Come to Work Spotlight

Hiring Initiatives: The Workforce Recruitment Program



There are various hiring initiatives that can assist a hiring manager or supervisor in employing individuals with disabilities. CAP is able to provide assistive technology (AT) and services

to employees with disabilities who are on term and temporary appointments, as well as individuals who participate in the Workforce Recruitment Program (WRP). The WRP is a recruitment and referral resource that connects federal and private sector employers with highly motivated college students and recent graduates with disabilities who are eager to prove their abilities in the workplace. The WRP continues to be successful with the participation of many federal agencies and sub-agencies; over 6,000 students and recent graduates have received both temporary and permanent employment opportunities since the program's expansion in 1995.

Requests for AT or services should be submitted by participants' supervisor/employing office as soon as a start date has been confirmed, but not less than 15 business days in advance. Although most WRP participants likely know what AT products they may need, some may not. In such situations, needing additional guidance, the participant can contact CAP's Technology Evaluation Center (CAPTEC), located in the Pentagon. For individuals outside of the DC Metro area, CAP can conduct needs assessments via telephone, email, or video-



teleconference (VTC). All requests, whether for specific AT devices or support services, must be submitted via CAP's website, www.cap.mil. Start the process by selecting either of the orange buttons, "Request Solutions" or "Get Started NOW!" When prompted, be sure to indicate that the request is for a student/employee participating in the WRP.

Stay at Work Spotlight

CAP's Telework Initiative

CAP's Telework Initiative supports employees who have a disability and need the flexibility of working from home or an alternative location. As part of this effort, CAP equips our customers, whether they have had a disability for years or were recently injured,

with the support necessary to continue working or return to work more quickly. Although many federal employees participate in agency telework



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programs, some are offered telework as an accommodation. If an employee of the Department of Defense or a CAP partner agency has a written agreement that states telework is offered as a form of reasonable accommodation, CAP can provide an increased level of support. This includes agency-approved laptop computers, printers, fax machines, copiers or all-in-one devices.

For example, as part of her treatment, an employee diagnosed with breast cancer had to undergo chemotherapy. Each day throughout the course of her chemotherapy,

the employee experienced different symptoms. Sometimes she experienced more pain, weakness, and fatigue on the days immediately following her weekly chemotherapy treatment. Therefore, she was given the option to telework on the days that she was unable to come into the office. She was also given the option to work at those times of the day when she was more alert and better able to perform job tasks. This flexible work schedule allowed the employee to remain a productive part of the workforce throughout her treatment.

Return to Work Spotlight

Re-issued DoD Instruction for Wounded, Ill and Injured Service Members



CAP remains committed to providing Service members with limitations, including wounded, ill, and injured Service members, equal access to the information

technology environment. Part of this commitment involves partnering with military treatment facilities (MTFs) and wounded warrior programs to provide free assistive technology (AT) and needs assessment services to wounded, ill, and injured Service members.

On January 30, 2015, the Department of Defense Instruction (DoDI) 6025.22, Assistive

Technology (AT) for Wounded, Ill and Injured Service Members, was reissued. This DoDI outlines the roles and responsibilities of CAP, MTFs and wounded warrior programs for using AT to enhance rehabilitation and recovery outcomes for Service members. With the reissuance, CAP must renew partnership agreements with MTFs and establish new agreements with wounded warrior programs. To partner with CAP, MTF and wounded warrior program representatives are required to complete and submit the “CAP Partnership Representative Form,” DD Form 2988 (<http://www.dtic.mil/whs/directives/forms/eforms/dd2988.pdf>).

Since the DODI was reissued, CAP has put forth great effort to increase awareness. We have provided information to nearly 100 personnel within MTFs and wounded warrior programs to help them know how to get the most from their partnership with CAP. To better equip our partners with tools they need to support Service members, we’ve also updated the “CAP Service Member Initiative Handbook,” which is



now available through our website, will soon release a new webinar, and have scheduled teleconferences.

Established partnerships are key to ensuring that Service members are made

aware of and receive the available AT they need during recovery and rehabilitation. Through these partnerships, our hope is that transitioning Service members who have been accommodated by CAP will know what AT solutions work for them when they enter the workforce. For those Service members who become employees in DoD or at partner agencies, CAP will continue to provide the same kind of support that they received during recovery and rehabilitation.

CAP looks forward to strengthening our relationships with long-standing partners and establishing new alliances. We do this in mutual support of Service members who are in recovery and rehabilitation to aid in their transition to the workforce.

Upcoming Events

Throughout the year, there are several conferences on issues related to assistive technology, the employment of people with disabilities and disability-related policies. The following is a summary of some upcoming events:

CSUN Conference

What: For 30 years the CSUN Conference has provided an inclusive setting for researchers, practitioners, exhibitors and participants to share knowledge and best practices in the field of assistive technology.

Where: San Diego, CA

When: March 21-26, 2015

Web: www.csun.edu/cod/conference

Assistive Technology Industry Association (ATIA) Conference

What: ATIA is the largest international conference showcasing the best in assistive technology tools and services. Attendees gather from across the world to hear from the biggest names in assistive technology about the latest trends.

Where: Orlando, Florida

When: February 3-6, 2016

Web: www.atia.org



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