HSCEP OP: 51.04, **Access for Individuals with Disabilities**

**PURPOSE:** The purpose of this Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) Operating Policy and Procedure (HSCEP OP) is to ensure full and equal access to individuals with disabilities to all TTUHSC El Paso programs.

**REVIEW:** This HSCEP OP will be reviewed in November of each odd-numbered year (ONY) by the System Office of Equal Opportunity, the System Office of General Counsel, the Office of Human Resources, and Office of Student Services, with substantive revisions forwarded to the Office of the President.

**POLICY/PROCEDURE:**

I. **Policy**

TTUHSC El Paso’s policy regarding access for individuals with disabilities is governed by Texas Tech University [System Regulation 07.11](#), which can be found [here](#).

Individuals with questions regarding this policy or needing accommodations for a disability should contact the appropriate offices listed below:

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<tr>
<th>POSITION/OFFICE</th>
<th>RESPONSIBILITIES</th>
<th>CONTACT</th>
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| Office of Human Resources - ADA Administrator for Employees | Consults with applicants, employees (faculty, staff, or student), supervisors, and volunteers on reasonable accommodations in the workplace and other disability-related matters. | 915-215-4151  
  3601 4th St.  
  Administrative Support Bldg. (ASB)  
  200 N. Concepcion  
  El Paso, TX 79905 |
| Office of Student Services                           | Consults with individuals on reasonable accommodations for students and other student disability-related matters. | 915-215-4370  
  Medical Sciences Bldg II  
  Room 2C201  
  137 Rick Francis St.  
  El Paso, TX 79905  
| Texas Tech University System Office of Equal Opportunity | Consults with individuals with complaints of noncompliance with TTUHSC El Paso disability policies and/or state and federal disability laws and investigates disability-related complaints of discrimination and harassment involving employees. | 806-742-3627  
  [eeo@ttu.edu](mailto:eeo@ttu.edu)  
  System Administration Bldg.  
  1508 Knoxville Ave, Suite 309  
  Lubbock, TX 79409  
  [http://www.texastech.edu/offices/equal-employment/](http://www.texastech.edu/offices/equal-employment/) |
| Office of Clinical Affairs | Consults with patients and visitors on clinic accommodations. | 915-215-4470  
Academic Education Center (AEC), Suite 101 4800 Alberta Avenue  
El Paso, TX 79905 |
|----------------------------|----------------------------------------------------------------|-------------------------------------------------|
| Office of Graduate Medical Education | Consults with residents/fellows on reasonable accommodations in the program and other disability-related matters. | 915-215-4460  
A3116 Clinical Science Bldg.  
4801 Alberta Avenue  
El Paso, TX 79905 |

II. **Authoritative References**
   - Americans with Disabilities Act
   - Section 504 of the Rehabilitation Act of 1973
   - Texas Labor Code, Chapter 21

III. **Right to Change Policy**

   TTUHSC El Paso reserves the right to interpret, change, modify, amend, or rescind any policy in whole or in part at any time without the consent of employees.