

**NOTICE OF RIGHT TO REQUEST REASONABLE ACCOMMODATION****CDCR 859 (10/23)**

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California Department of Corrections and Rehabilitation (CDCR) and California Correctional Health Care Services (CCHCS) employees, applicants, or volunteers who have a disability or medical condition that prevents them from performing one or more of their job or volunteer duties have the right to request reasonable accommodations that enable them to perform all essential functions.

A Reasonable Accommodation (RA) is any modification or adjustment to a job and/or the work environment that is effective in enabling an employee, applicant, or volunteer to perform the essential functions of the job they hold or desire. RAs may include, but are not limited to, providing assistive aids and services such as qualified interpreters, job restructuring, modified schedule, additional training, paid or unpaid leave, or a medical transfer/demotion.

RAs may be requested verbally, in writing, or by submitting a Request for Reasonable Accommodation (CDCR 855) form to the hiring authority, manager, supervisor, or Return to Work Coordinator. This acknowledgement form shall be retained in your Official Personnel File (OPF).

I acknowledge I have received and read this form and understand the notification about the right to request reasonable accommodations at any time.

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| Employee, Applicant, Volunteer Name (Print) | Date      | PERNR (If applicable) |
| Program or Institution                      | Signature |                       |