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Disclaimer

This training is designed to provide general information about the subject matter covered. Neither TAC nor the trainers are engaged in rendering legal advice. If you need legal advice, TAC recommends that you seek the services of a competent attorney who is familiar with your specific situation.

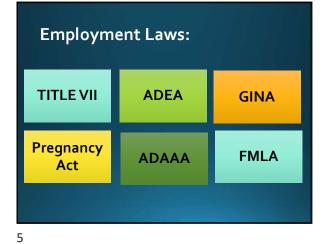
> TEXAS ASSOCIATION of COUNTR RISK MANAGEMENT POOL







What is Risk?? "The possibility of something bad happening".





Age Discrimination in Employment Act (ADEA)





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Policies are important

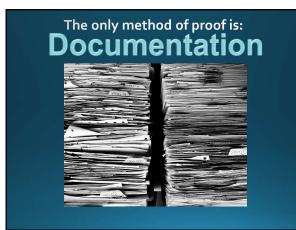
- Provide uniform expectations
- Promote compliance and prevention
- Define responsibilities
- Rules for your department



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Documentation Addresses:

What the employee did wrong
✓ Focus on behavior
Why is this a problem?
✓ Policy violation, etc.

Specific impact of the incident

Expectation to correct the behavior

Time to correct, consequences, discipline

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What should be documented?

- Disciplinary Actions Attitude, attendance
- Complaints Harassment, discrimination, etc.
- Accommodation Requests
 Interactive process





Accommodations under ADAAA Management receives request Identify Essential Functions Begin Interactive Process Discuss Possible Accommodations









