

FAQ SHEET

Title II of the Americans with Disabilities Act Nineteenth Judicial Circuit, Circuit Court of Lake County, Illinois

Who qualifies for accommodations under the ADA?

A person with a disability may receive reasonable accommodation if the individual has a physical or mental impairment that substantially limits one or more major life activity, has a record of such impairment, or is regarded as having such impairment.

How do I get an accommodation?

You may request an accommodation by contacting the Court Disability Coordinator. Requests for accommodations must be in writing via the Request for Reasonable Accommodation Form.

Should I inform the court that I need an accommodation?

Yes. You must notify the court or program that you need a disability accommodation. If you do not request an accommodation, the court is not required to provide one.

When should I ask for an accommodation?

A request for an accommodation may be made at any time. We ask, however, that you notify the court at least ten (10) calendar days prior to your scheduled court appearance.

When will I be notified of a decision?

You will be notified of the decision within five (5) days of receipt of request.

May the court deny my request for an accommodation?

Yes. The court may deny your request if the accommodation will fundamentally alter the nature of the service, program, or activity of the court or program or create undue financial or administrative burdens. If you disagree with the denial of your request, you may submit a complaint using the Grievance Form.

If the court suggests a different accommodation, do I have to accept an alternative accommodation?

The court may offer a different or alternative accommodation. For example, if a juror is blind and requests written material introduced at trial to be transcribed in Braille, the court may consider alternatives such as providing a reader or tape recorded transcript of the written material.

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The court is required to find an accommodation that will effectively allow full participation in the court proceedings. The court is not required to provide the best accommodation, but must provide an effective one. Therefore, the accommodation provided may not be your first choice. Determining an appropriate accommodation requires an interactive process between you and the CDC during which your input and suggestions are welcome and important.

How do I file a complaint if I am not satisfied with the accommodation?

You may fill out a Grievance Form available from the CDC or on the court's website. Grievances must be filed within thirty (30) days of the alleged discriminatory act. You may also utilize any other remedy allowed under federal or state law by filing a complaint with the appropriate federal or state agency.

All inquiries may be made to:

Court Disability Coordinator (CDC)
18 N. County Street
Waukegan, IL 60085-4359
P: 847-377-3810 F: 847-984-5626