

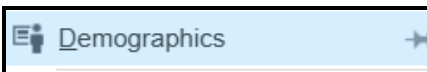
Documenting Disability Accommodations

EPIC documentation and other resources

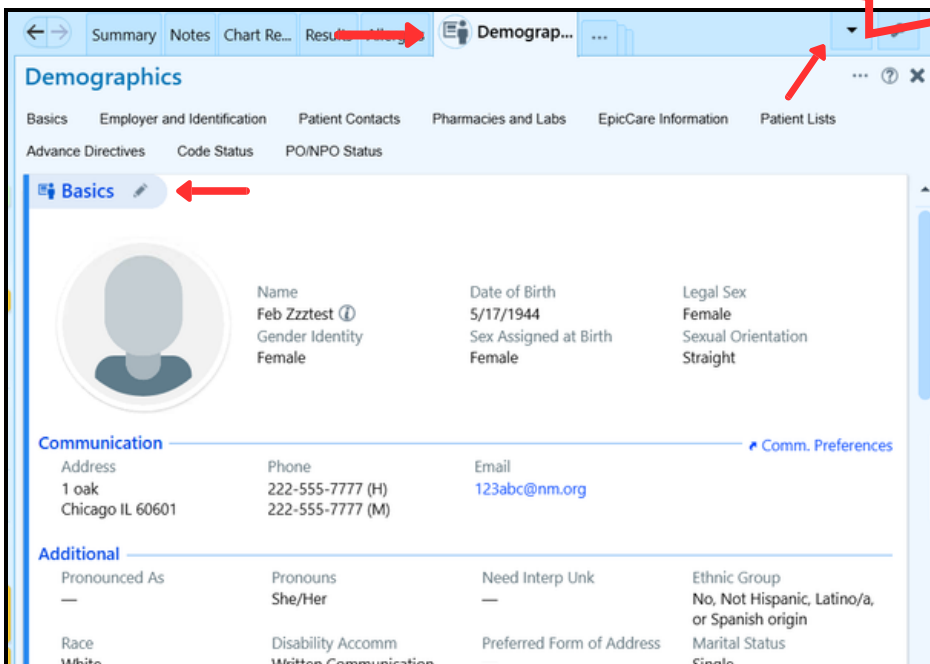
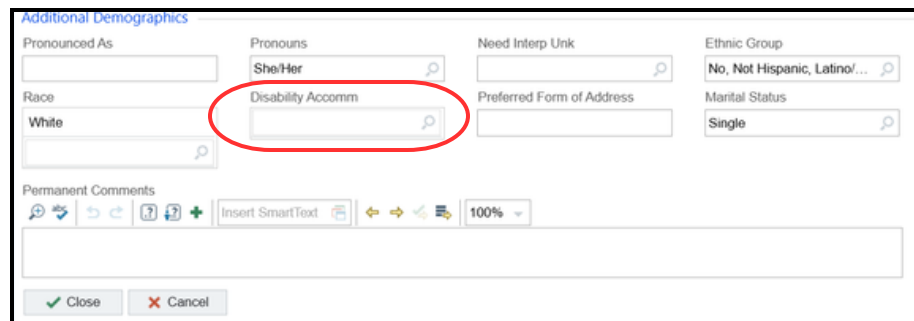
2026

How to document accommodation usage on Epic

Step 1: open the demographics tab

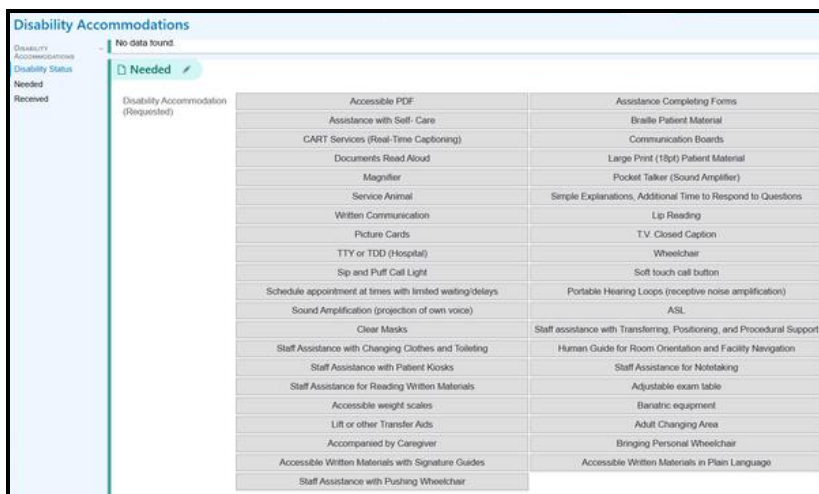


Step 2: In the basics tab, under Additional Demographics - go to Disability Accommodations

A screenshot of the Epic Demographics Basics tab. The 'Basics' sub-tab is selected. The patient's name is 'Feb Zzztest', date of birth is '5/17/1944', and legal sex is 'Female'. Under the 'Additional' section, the 'Disability Accommodation' field is highlighted with a red circle and a red arrow pointing to it from the text 'Step 2: In the basics tab, under Additional Demographics - go to Disability Accommodations'.A screenshot of the 'Additional Demographics' form. The 'Disability Accommodation' field is highlighted with a red circle and a red arrow pointing to it from the text 'Step 2: In the basics tab, under Additional Demographics - go to Disability Accommodations'.

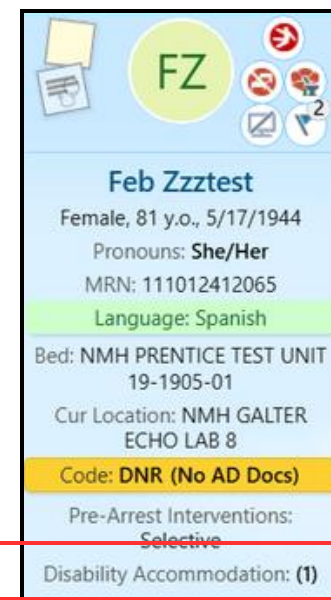
Step 3:

Select Accommodations needed for your patient

A screenshot of the 'Disability Accommodations' table. The table lists various accommodations under the 'Disability Accommodations' section. The 'Disability Accommodation (Requested)' column is highlighted with a red circle and a red arrow pointing to it from the text 'Step 3: Select Accommodations needed for your patient'.

Step 4:

Confirm Disability Accommodation is visible under demographic information

A screenshot of the Epic Patient Summary card for 'Feb Zzztest'. The card displays patient information including name, date of birth, pronouns, MRN, language, bed, location, and code. The 'Disability Accommodation: (1)' field is highlighted with a red circle and a red arrow pointing to it from the text 'Step 4: Confirm Disability Accommodation is visible under demographic information'.

Other helpful documentation areas

Disability Status- questions patient can answer via MyNM Chart or in person during admission

Disability Status

Due to a disability, do you need any additional assistance or accommodations during your visit?

☐ Yes, I need additional assistance or accommodation. ☐ No, I don't have a disability, or I don't need additional assistance or accommodation.

☐ I am not sure if I have a disability or if I need additional assistance or accommodation. ☐ I don't wish to answer.

Are you deaf, or do you have serious difficulty hearing?

☐ Yes ☐ No ☐ Prefer not to say

Are you blind, or do you have serious difficulty seeing, even when wearing glasses?

☐ Yes ☐ No ☐ Prefer not to say

Do you have difficulty remembering or concentrating?

☐ Yes ☐ No ☐ Prefer not to say

Do you have serious difficulty walking or climbing stairs?

☐ Yes ☐ No ☐ Prefer not to say

Do you have difficulty dressing or bathing?

☐ Yes ☐ No ☐ Prefer not to say

Do you have difficulty doing errands alone, such as visiting a physician's office or shopping?

☐ Yes ☐ No ☐ Prefer not to say

Using your usual language, do you have difficulty communicating, understanding, or being understood?

☐ Yes ☐ No ☐ Prefer not to say

I am still not sure if I have a disability or if I need additional assistance or accommodation.

☐ Yes ☐ No ☐ Prefer not to say

[Create Note](#)

[Restore](#) [Close](#) [Cancel](#)

Patient has received the accommodation(s)?
Document it!

Disability Accommodations

Disability Status

Received

Time taken: 4/21/2026 0824 [Responsible](#) [Create Note](#) [Macro Manager](#) ☐ Show Row Info ☐ Show Last Filed Value ☐ Show Details ☐ Show All Choices

Disability Accommodations Received

Patient Disability Accommodations (Received)

☐ Accessible PDF ☐ Accessible Weight Scales ☐ Accompanied by Caregiver ☐ Adjustable Exam Table ☐ Adult Changing Area ☐ ASL

☐ Assistance Completing Forms ☐ Bariatric Equipment ☐ Braille Patient Material ☐ Bringing Personal Wheelchair ☐ CART Services (Real-time captioning)

☐ Clear Masks ☐ Communication Boards ☐ Documents Read Aloud ☐ Human Guide for Room Orientation and Facility Navigation

☐ Large Print (18 pt.) Patient Material ☐ Lift or Other Transfer Aids ☐ Light Touch Call Light ☐ Lip Read ☐ Magnifier ☐ PDF ☐ Picture Cards

☐ Plain Language ☐ Pocket Talker (Sound Amplifier) ☐ Service Animal ☐ Signature Guides ☐ Simple Explanations, Additional Time to Respond to Questions

☐ Sip and Puff Call Light ☐ Staff Assistance with Changing Clothes and Toileting ☐ Staff Assistance for Notetaking ☐ Staff Assistance with Patient Kiosks

☐ Staff Assistance with Pushing Wheelchair ☐ Staff Assistance for Reading Written materials

☐ Staff Assistance with Transferring, Positioning, and Procedural Support ☐ Staff Assistance with Written Forms ☐ T.V. Closed Caption ☐ TTY or TDD (Hospital)

☐ Voice Amplifier ☐ Written Communication ☐ Wheelchair

[Create Note](#)

[Restore](#) [Close](#) [Cancel](#) [Previous](#) [Next](#)

Patient Lists

Edit List Remove Patient Add Patient Open Chart Patient Report PT Scheduling OT Scheduling SLP Scheduling Doc Flowsheets Sign In Sign Out

- ### My Lists
- Noemi's list
 - All My Patients
 - My Login Department
 - Shared Patient Lists
 - Cardiac OT Shared
 - Disability Accommodations
 - Med 1 OT Shared

- ### Available Lists
- Recent Searches
 - Provider Groups
 - Central DuPage Hospital
 - Delnor Hospital
 - Grayslake
 - Huntley Hospital
 - Kishwaukee Hospital
 - Lake Forest Hospital
 - Marianjoy Rehabilitation--
 - McHenry Hospital

Noemi's list: 1 Patient

Refreshed 6 minutes ago Search All Admitted P's

Room	Patient	New OT Order	OT Eval Order Date	OT Date Received on	OT Comment	PT Comment	Assigned OT	Assigned PT	Therapy d/c recommend	Interdepartmental Message	RN Assigned	OT Needs to be seen?	Recommended OT Frequency	IP OT Day Rolling Week Established	IP OT Sessions in rolling period	Dept Spec Com
1905	 Zzztest, Feb 81 y.o. F	—	12/18/2025 8:55 AM, 1/28	04/08/26	3/24	7/28	Corpuk, Katelyn, OTR/L	—	Home with assistance	—	—	No	3-5x/wk	Thursday 4/2/2026	—	Pr... use R...

[Review](#) [Flowsheets](#) [Notes](#)

Zzztest, Feb DOB: 5/17/1944 Unit: 19 TEST P Room: 1905 Bed: 01

[PT/OT Orders](#) [Therapy OT Overview](#) [Snapshot](#) [Snapshot - Nurse with Ancillary Consults](#)

PT/OT Orders

Zzztest, Feb #111012412065 (CSN:200050488492) (81 y.o. F) (Adm: 09/07/19)

19 TEST P-1905-01

[PT Orders to Be Acknowledged](#) [Comment](#)

(From admission, onward)

Where to locate resources

Accommodations Available

Accommodations are modifications that enable our patients to perform tasks, access services, and participate in activities that might otherwise be difficult

	Use: For patients who are hard of hearing and benefit from lip reading How to locate: Contact unit leadership or visit your centralized accommodation storage on unit To reorder: NM marketplace #390561 Additional tips: For urgent needs, contact interpretations services
	Use: For patients with hearing impairments. It amplifies sounds closest to the listener while reducing background noise. How to locate: contact nursing leadership or visit your centralized accommodations storage on unit For reordering: NM Market place item #309649 Additional tips: For urgent needs, contact interpretation services. Also referred to as a "pocket talker." Utilize new earbud coverings with each use.
	Use: For patients with limited manual dexterity How to locate: Sentact Set up Device will come up on an IV pole and bedside staff responsible for setting up device Step 1: Plug in electric cord to head wall Step 2: Disconnect nurse call light remote and connect sip and puff device to the call-light cord Return When the patient is discharged, bedside staff is responsible for removing from room, place IV pole/device in soiled utility room Step 1: Disconnect disposable tubing and dispose of it in garbage Step 2: Disconnect Sip Puff device from call-light cord and re-connect nurse call light remote to call-light cord Step 3: IV pole with mounted items placed in the soiled utility room. Supply chain to come and pick up IV pole *If patient is transferred to another unit, send with the patient to new unit

When to use, how to locate, set up, additional tips

- You can refer to _____ or your unit leadership for tips on ordering, locating, and familiarizing yourself in utilizing accommodations.

NM Interactive

Departments → NMHC Departments → Diversity and Inclusion*
→ Resources and Training → Disability Accommodations

Resources Departments Policies & Procedures System Links Team Sites

Diversity and Inclusion NM Champion Network

Diversity & Inclusio... NM Champion Network Resources & Training Inclusive Patient Care Bias & Discrimination Reporting

Disability Accommodations

Accommodations

- [Accessible Kits and Equipment Ordering Guide](#)
 - To replenish or replace accommodation kit items or accessible equipment
- [Autism Spectrum Disorder Tip Sheet](#)
- [Clear Mask Tip Sheet](#)
- [Disability Accommodation Guide](#)
 - Detailed accommodation descriptions
- [Disability Accommodation Items and Accessible Equipment Inventory Checklist](#)
- [Disability Accommodation Tips](#)
 - Printable one pager with commonly requested accommodations, behavior and etiquette tips
- [Disability Discussion Guide](#)
 - Refresher guide with scenarios for how to accommodate patients and companions
- [Documenting Disability Accommodations](#)
- [Reasonable Accommodation Kit Tip Sheet](#)
 - Magnifiers, pocket talkers and communication boards
- [Service Animal Tip Sheet](#)
- [How to Offer Help Guide](#)
 - Detailed guide on how to offer assistance effectively and how to respond if assistance isn't helpful

AND Diversity & Inclusion → Inclusive Patient

Diversity and Inclusion NM Champion Network

Diversity & Inclusio... NM Champion Network Resources & Training Inclusive Patient Care Bias & Discrimination Reporting

^ In-Person Communication (LEP, Deaf/Hard of Hearing, Blind)

It is important to provide effective communications for patients with limited English proficiency (LEP) and patients who are deaf or hard of hearing. As always, it is important to ask patient what format or language they prefer to receive information in and work with them to meet their needs.

Tips and Etiquette

*Resource page location to be changed in the near future to *Office of Health Equity*

Thank you

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