## Appendix I: REASONABLE ACCOMMODATION DENIAL FORM

<table>
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<tr>
<th>Employee Name:</th>
<th>Date of Denial:</th>
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Accommodation(s) Denied:

### REASON(S) FOR DENIAL (may check more than one box)

- □ Accommodation Ineffective or Unreasonable
- □ Accommodation Would Cause Undue Hardship
- □ Medical Documentation Inadequate or Missing
- □ Accommodation Would Require Removal of an Essential Function
- □ Accommodation Would Require Lowering of Performance or Production Standard
- □ Employee does not have a Qualifying Disability
- □ Other:

### DETAILED REASON(S) FOR THE DENIAL OF ACCOMMODATION

### NEXT STEPS

- □ Provide Additional Information
- □ Meet to Discuss Other Accommodation Options
- □ Explore Reassignment
- □ Terminate Employment
- □ Other:

### COMMENTS

### SIGNATURES

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<th>Representative of KC:</th>
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