

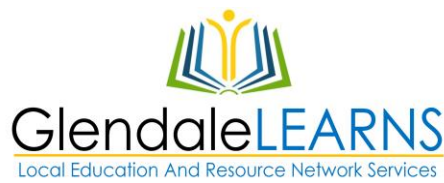
## Adult Education Implementation Meeting

April 16, 2020 ♦ 1:00pm-2:00pm

**Conference Call Agenda**  
**Conference Bridge: 818-550-4700**

Agenda Item		Purpose	Person(s) Responsible	Timeframe
I.	Introduction	A. Welcome B. Roll Call	Alfred MaryAnn	5 min.
II.	Public Comment	A. Community Comments	Community	5 min.
III.	Minutes	A. Review & Approval of Minutes for March 19, 2020	Board	5 min.
IV.	Director's Report	A. Updates from the Director	Alfred	10 min.
V.	Workforce Development Report	A. Upcoming Grants for Emergency Assistance	Judith MaryAnn	10 min.
VI.	Member & Partner Updates	A. Updates from CAEP B. Other Partner Updates	MaryAnn All	25 min
VII.	Next Meeting	A. Next meeting date: May 21, 2020		
VIII.	Adjourn	A. Adjourn: 2:00pm		





## Adult Education Implementation Meeting: Conference Call

March 19, 2020 ♦ 1:00pm-3:00pm

**Attendees:** Abigail Espericueta, Louis Melendez, Jesse Villareal, Emma Sanchez, Jonathan Fein Proano, Joylene Wagner; Guillermo Garcia, Hilda Ghazarian

**Members:** Alfred Ramirez, Judith Velasco

**Staff:** MaryAnn Pranke

### Meeting Notes

Agenda Item		Outcome
I.	Introduction	<b>A. Welcome &amp; Introductions</b> <ol style="list-style-type: none"> <li>MaryAnn opened the conference call noting that the meeting was switched to a conference call due to the recommendation from health officials to avoid contact as much as possible during the COVID-19 Outbreak.</li> <li>MaryAnn reported that Governor Newsom had signed an Executive Order which relaxed the Brown Act requirements for public meetings. As a result, the meeting could be held as a conference call and remain in compliance. MaryAnn also reported that a copy of the Executive Order will be posted on the GlendaleLEARNNS website for reference.</li> <li>MaryAnn conducted roll call to confirm attendees.</li> </ol>
II.	Public Comments	<b>A. Community Comments</b> <ol style="list-style-type: none"> <li>No community comments submitted.</li> </ol>
III.	Minutes	<b>A. Review &amp; Approval of Minutes for February 20, 2020</b> <ol style="list-style-type: none"> <li>Minutes unanimously approved as presented.</li> </ol>
IV.	Approval of Consortia Fiscal Administration Declaration (CFAD)	<b>A. Review &amp; Approval of CFAD</b> <ol style="list-style-type: none"> <li>MaryAnn reviewed the CFAD document included in meeting packet. She noted that prior year showed a negative balance of \$2,119 due to an adjustment that was made at the state level. Every Consortia has a negative balance for the prior year, as a result of the adjustment.</li> <li>Board members unanimously approved the CFAD report.</li> </ol>
V.	Director's Report	<b>B. Updates from the Director</b> <ol style="list-style-type: none"> <li>Alfred reported that all classes have been moved to online</li> </ol>

Agenda Item		Outcome
		<p>beginning March 23<sup>rd</sup>. The Garfield Campus closed on March 16 and all faculty attended training to convert to online.</p> <p>2. Alfred noted that students in Adult Ed may have challenges with online training and have created a chat website for questions. Online counseling will also be available.</p> <p>3. At this time, it is unknown how long the campus will be closed.</p>
VI.	Member & Partner Updates	<p><b>A. Partner Updates</b></p> <p>1. <b>VJC:</b> Judy reported that VJC has very limited staffing; however, this is changing by minute as they try to keep staff safe from COVID-19 exposure.</p> <p>a. Unemployment claims doubled at the center and VJC is meeting with the state to discuss needed assistance.</p> <p>b. Individuals affected by layoffs and furloughs during this time can apply for unemployment through 800 number. Judy provided number and MaryAnn will send out to the group.</p> <p>c. EDD/Unemployment is currently taking paper applications in addition to phone submissions.</p> <p>d. Businesses have closed and employees have been laid off; however, VJC is not able to provide onsite services like orientations to programs and services. Currently exploring to provide services online.</p> <p>e. Judy is working with the city and partners to coordinate information to the public.</p> <p>2. <b>IRC:</b> Jonathan reported that staff are working remotely and all face-to-face contact has been suspended. The IRC office is closed. IRC is relying on Skype and WebEx to continue providing services.</p> <p>a. Refugee processing has ceased at borders due to threat of COVID-19.</p> <p>b. Appointments have been suspended until April 1; however, this may change depending on safety.</p> <p>3. Campbell Center: Abigail reported that no services are being</p>

Agenda Item	Outcome
	<p>provided at centers. All staff are working remotely, attending training or providing services by phone.</p> <ul style="list-style-type: none"> <li>a. Staff hours have been reduced by 50%.</li> <li>b. Job coaching services continue; however, staff are abiding by 6-foot distance recommendation.</li> <li>c. MaryAnn and Judith encouraged Campbell Center staff to apply for unemployment. Reduction of hours can still be eligible for benefits and flexibility in requirements is expected due to emergency situation.</li> </ul> <p>4. <b>DOR:</b> Louis reported that offices are open but no face-to-face contact and most staff are working remotely, providing e-services as much as possible.</p> <ul style="list-style-type: none"> <li>a. DOR is still accepting applications at the office and will assign counselor; however, will provide services remotely.</li> <li>b. Because DOR staff are state employees, it is unclear what the state will require of them. Staff will continue working from home until further notice.</li> </ul> <p>5. <b>Library:</b> Guillermo reported that all staff are also working from home and facilities are closed.</p> <ul style="list-style-type: none"> <li>a. All staff are working from home including part-timers.</li> <li>b. Staff are working on converting services to online including their computer workshops and promoting e-books and other online services.</li> </ul> <p>6. <b>DSPS:</b> Jesse shared that counselors are exploring the use of Cranium software for online counseling. With campus closed, counseling services are being provided through phone calls and video conferencing; other options for going online are also being explored.</p> <ul style="list-style-type: none"> <li>a. DSPS Director, Tina A. is exploring and coordinating for both campuses.</li> </ul> <p>7. <b>GCC Verdugo Campus:</b> Emma confirmed that Verdugo campus is also going online for as many classes as possible using Zoom.</p> <ul style="list-style-type: none"> <li>a. Emma is currently working on SWP and Perkins applications for continued funding.</li> <li>b. Verdugo is looking to make their food pantry a drive through for all of Glendale. They are looking for</li> </ul>

Agenda Item		Outcome
		<p>volunteers to assist.</p> <p><b>8. Public Charge Update:</b> MaryAnn noted that a fact sheet was included in meeting packet for reference regarding Public Charge. She clarified that immigrants with a permanent resident card were exempt as well as asylees and refugees.</p> <p>a. MaryAnn also noted that Public Charge was a test administered to immigrants looking to become permanent residents and the determination is made on a case by case basis. Therefore, receiving public assistance does not automatically make an individual ineligible.</p> <p>b. Jonathan noted that IRC was designated as an expert to provide guidance. He confirmed that determinations were made on a case by case basis and noted other exemptions including children and pregnant women using Medicaid services.</p> <p>c. Jonathan also reported that if any individual is declined a permanent resident card because of Public Charge Rule, partners can refer the person to IRC for legal assistance. Any individual needing assistance with their application for permanent residency, can be referred to IRC.</p>
<b>VII.</b>	<b>Next Meeting</b>	<p><b>A. Next meeting date:</b> April 16, 2020; 1:00 – 3:00pm.</p> <p>1. MaryAnn noted that the meeting will remain planned as scheduled; however, depending on the emergency situation, may either remain a conference call or be cancelled.</p>
<b>VIII.</b>	<b>Adjournment</b>	Meeting Adjourned at 2:00pm.

APRIL 2020

# VERDUGO JOBS CENTER

AN AMERICA'S JOB CENTER OF CALIFORNIA

## FREQUENTLY ASKED QUESTIONS ABOUT UNEMPLOYMENT INSURANCE

The following is a compilation of questions the Verdugo Jobs Center has received about unemployment insurance (UI), and research it has gathered from the Employment Development Department (EDD) in response to these questions. The Verdugo Jobs Center is not authorized to answer questions about specific UI claims. For additional questions, please contact the Employment Development Department.

THE VERDUGO JOBS CENTER CONTINUES TO OFFER SERVICES VIRTUALLY.

**Call (818) 937-8000**

**What do I do if I am unsure about my eligibility for UI?** If you are unsure as to whether you are eligible to receive UI benefits, proceed with filing a claim. The EDD will make the eligibility determination.

**Is UI only for US Citizens?** No. Anyone with a Right to Work document and has earned wages may apply.

**What is the best way to ensure I submit all the required information?** Use the [UI Checklist](#) for collecting the information necessary to apply for benefits and apply through the [EDD's UI Online](#) from your personal computer or mobile phone. [EDD's UI video tutorial](#) is also helpful to watch before starting the application process.

**Are there changes to the UI application because of COVID-19?** Starting Friday, March 27, workers applying for UI are asked to check the options on the application's drop-down menu that indicate the coronavirus is the reason for your unemployment or reduced wages. There may be additional changes as updates are made.



## FAQs, CONT.

**How long does it take to receive UI payments?** Due to high volume of claims submitted at this time, we are unable to provide approximate timelines.

In general, at this time, claim processing may take additional time and require EDD to ask for further information from a worker if:

1. The information submitted does not match wage records;
2. A worker's identity cannot be verified.

Examples of situations where a claim could be delayed include a worker misclassified by their employer as an independent contractor instead of an employee, a worker whose data may have been transposed when reporting it to the EDD, or incomplete applications.

**Which employer do you file under if you are a corporation or an independent contractor?** Usually, an employer is considered the entity that pays your wages. You will need to list the company that your paycheck is issued from. If you are still unsure, the [EDD's UI video tutorial](#) can help.

**Can I file with multiple W2s?** Yes.

**What is the Work Sharing Program?** Visit the [Work Sharing Program website](#) for all details about this program. The most important thing to know is that an employer must apply for this program, not an employee.

**What should I do if I need additional assistance?** If you need assistance in completing the application, you can find [your local America's Job Center of California](#) and call to set up a phone appointment with EDD's Workforce Services staff.

**Can I qualify for both state unemployment benefits as well as the new federal unemployment benefit?** Depending on your circumstances, you may qualify for both. For more up to date information, please refer to the [EDD's coronavirus webpage](#).

**Do I apply separately for federal unemployment benefits?** The EDD will provide updated guidance to workers on its [coronavirus webpage](#).

*For more questions and answers about unemployment benefits, visit the [EDD's FAQs page](#).*







STATE OF CALIFORNIA  
Labor & Workforce Development Agency

GOVERNOR Gavin Newsom • SECRETARY Julie A. Su

Agricultural Labor Relations Board • California Unemployment Insurance Appeals Board  
California Workforce Investment Board • Department of Industrial Relations  
Employment Development Department • Employment Training Panel

April 14, 2020

Californians,

I write to update you on a number of programs. During this time of great economic, physical, and emotional stress, I know that the programs we administer—unemployment insurance and other temporary benefits—are a critical lifeline.

You have likely already heard both the Governor and I say that we are doing everything in our power to keep unemployment insurance (UI) claims paid under the same three week timeline from filing to first payment. We have redirected hundreds of staff within the Employment Development Department (EDD) to focus on UI, are training an additional 300 staff from across California state government to increase capacity, and are expanding our call center hours. Our goal is to have a seven day a week call center. Already, our EDD team is working every day of the week with shifts starting at 6 a.m. and ending at 8 p.m. to handle the unprecedented number of claims. We have worked with our partner Bank of America, which has increased its ability to send out debit cards that are used to pay UI by over four-fold so there is no slow-down in our ability to handle UI claims. Despite reports about our system crashing, I want you to know that this is not true and we are closely monitoring it at all times to prevent any disruption in our ability to serve unemployed workers. In addition, Californians eligible for certification on April 12 began to see the \$600/week additional payments provided for under the federal CARES Act today.

The CARES Act also created a special program for this crisis called Pandemic Unemployment Assistance, or PUA. PUA provides federally funded benefits distinct from the UI program for certain individuals out of work or partially unemployed due to the COVID-19 crisis, including the self-employed, individuals who lack sufficient work history, and independent contractors. Federal guidelines on how to administer PUA came out on April 5 and include gig workers as an example of those eligible for PUA.

Every day since then, we have been working on making sure that we get Californians what they are entitled to under PUA, that we do it in a way that is

reliable, that we clarify the options available to gig workers, and that we don't set up applications that sit in a queue while we do not yet have the systems built to deliver the money. So, here is our plan to deliver the money to those eligible for PUA:

There will be a one-stop shop for applying for UI and PUA. Individuals will be able to go to UI Online to self-certify that they meet the COVID-19-related criteria for PUA. We will make clear in the self-certification that certification of eligibility for PUA does not affect determinations of employee status under state law for other protections and benefits.

Under PUA, individuals can receive weekly unemployment assistance that may be equivalent to what individuals would get under UI (depending on their earnings and whether earnings can be verified). Those who get PUA also get the \$600/per week additional payment added to UI for weeks they are unemployed from March 29 until the end of July. PUA benefits can cover people unemployed or partially unemployed due to COVID-19 from January 27, 2020 through December 31, 2020 depending on date of actual impact. In other words, it is retroactive to the time before the federal stimulus bill was passed and before funding was made available. The retroactivity means more money in people's pockets and we are anxious to get that out. When you apply and your application is approved, you will get PUA benefits going back to the first full week of February as long as you can show that your inability to work was COVID-19 related.

This new system will be able to pay individuals within 24 to 48 hours of their application. We need two weeks to create this new technology -- set up the system, test it and be able to turn payments around. To be clear, these payments will not take the 3 weeks from application to payment that UI has taken unless the claims do not include all of the information needed; we are working to make it much faster. Once I know the exact date that this one-stop shop is ready, I will let you know.

As we get through this pandemic together, please know that my team and I are working every single day on behalf of Californians. It doesn't feel like enough, given the enormity of the challenges and the deep pain that people are feeling, but we are giving it everything we have. My promise to you is that we will continue to do so until every Californian who has lost a job, lost a business, or lost income gets the benefits they are entitled to.



Julie A. Su  
California Labor Secretary

# HHS Office for Civil Rights in Action



---

**March 28, 2020**

## **BULLETIN: Civil Rights, HIPAA, and the Coronavirus Disease 2019 (COVID-19)**

In light of the Public Health Emergency concerning the coronavirus disease 2019 (COVID-19), the Office for Civil Rights (OCR) at the U.S. Department of Health and Human Services (HHS) is providing this bulletin to ensure that entities covered by civil rights authorities keep in mind their obligations under laws and regulations that prohibit discrimination on the basis of race, color, national origin, disability, age, sex, and exercise of conscience and religion in HHS-funded programs.<sup>1</sup>

In this time of emergency, the laudable goal of providing care quickly and efficiently must be guided by the fundamental principles of fairness, equality, and compassion that animate our civil rights laws. This is particularly true with respect to the treatment of persons with disabilities during medical emergencies as they possess the same dignity and worth as everyone else.

The Office for Civil Rights enforces Section 1557 of the Affordable Care Act and Section 504 of the Rehabilitation Act which prohibit discrimination on the basis of disability in HHS funded health programs or activities. These laws, like other civil rights statutes OCR enforces, remain in effect. As such, persons with disabilities should not be denied medical care on the basis of stereotypes, assessments of quality of life, or judgments about a person's relative "worth" based on the presence or absence of disabilities or age. Decisions by covered entities concerning whether an individual is a candidate for treatment should be based on an individualized assessment of the patient based on the best available objective medical evidence.

"HHS is committed to leaving no one behind during an emergency, and this guidance is designed to help health care providers meet that goal," said Roger Severino, OCR Director. "Persons with disabilities, with limited English skills, or needing religious accommodations should not be put at the end of the line for health services during emergencies. Our civil rights laws protect the equal dignity of every human life from ruthless utilitarianism," Severino added.

<sup>1</sup> Due to the public health emergency posed by COVID-19, OCR is exercising its enforcement discretion in connection with the conditions outlined herein. This guidance is a statement of agency policy not subject to the notice and comment requirements of the Administrative Procedure Act (APA). 5 U.S.C. § 553(b)(A). For the same reasons explained above, OCR additionally finds that, even if this guidance were subject to the public participation provisions of the APA, prior notice and comment for this guidance is impracticable, and there is good cause to issue this guidance without prior public comment and without a delayed effective date. 5 U.S.C. § 553(b)(B) & (d)(3).

**NOTE:** The CDC has advised that the best way to prevent illness is to avoid being exposed to this virus: practice social distancing; clean your hands often; cover coughs and sneezes; and call your healthcare provider if you believe you may be infected. <http://www.coronavirus.gov>.

OCR remains in close coordination with federal partners to help ensure that the Nation's response effectively addresses the needs of at-risk populations. To this end and as resources allow, government officials, health care providers, and covered entities should not overlook their obligations under federal civil rights laws to help ensure all segments of the community are served by:

- Providing effective communication with individuals who are deaf, hard of hearing, blind, have low vision, or have speech disabilities through the use of qualified interpreters, picture boards, and other means;
- Providing meaningful access to programs and information to individuals with limited English proficiency through the use of qualified interpreters and through other means;
- Making emergency messaging available in plain language and in languages prevalent in the affected area(s) and in multiple formats, such as audio, large print, and captioning, and ensuring that websites providing emergency-related information are accessible;
- Addressing the needs of individuals with disabilities, including individuals with mobility impairments, individuals who use assistive devices, auxiliary aids, or durable medical equipment, individuals with impaired sensory, manual, and speaking skills, and individuals with immunosuppressed conditions including HIV/AIDS in emergency planning;
- Respecting requests for religious accommodations in treatment and access to clergy or faith practices as practicable.

Some actions or accommodations may not be required on the basis that they may fundamentally alter the nature of a program, pose an undue financial and administrative burden, or pose a direct threat.

In addition, the Secretary's March 17, 2020, Declaration under the Public Readiness and Emergency Preparedness (PREP) Act may apply with respect to some private claims arising from the use or administration of a covered countermeasure and may provide immunity from certain liability under civil rights laws. Questions regarding the scope of PREP under this guidance document should be directed to the Office of the General Counsel.

Finally, covered entities should consider adopting, as circumstances and resources allow, the following practices to help ensure all segments of the community are served:

- Making use of multiple outlets and resources for messaging to reach individuals with disabilities, individuals with limited English proficiency, and members of diverse faith communities; and
- Stocking facilities with items that will help people to maintain independence, such as hearing aid batteries, canes, and walkers.

Being mindful of all segments of the community and taking reasonable steps to provide an equal opportunity to benefit from emergency response efforts, including making reasonable accommodations will help ensure that the emergency response is successful and minimizes stigmatization.

<https://www.cdc.gov/coronavirus/2019-ncov/about/related-stigma.html>.

For information regarding how Federal civil rights laws apply in an emergency, please visit:

<https://www.hhs.gov/civil-rights/for-individuals/special-topics/emergency-preparedness/index.html>

For information regarding Emergency Preparedness Resources for Persons from Diverse Cultural Origins, please visit: <https://www.hhs.gov/civil-rights/for-individuals/special-topics/emergency-preparedness/diverse-cultural-origins/index.html>.

## **COVID-19 and HIPAA**

OCR issued a bulletin on February 3, 2020, providing information on the ways that covered entities and business associates may share protected health information under the HIPAA Privacy Rule during a public health emergency.

- [February 2020 HIPAA and Novel Coronavirus Bulletin - PDF\\*](#)

In order to ensure that healthcare providers can serve patients, including those who cannot or should not leave their homes during this emergency, OCR [announced](#) on March 17, 2020, that it will exercise its enforcement discretion and will not impose penalties for HIPAA violations against health care providers that in good faith provide telehealth using non-public facing audio or video communication products, such as FaceTime or Skype, during the COVID-19 nationwide public health emergency. This exercise of enforcement discretion applies regardless of whether the telehealth service is related to the diagnosis and treatment of health conditions related to COVID-19. OCR also issued guidance in the form of frequently asked questions in support of the good faith rendering of telehealth services.

- [Notice of Enforcement Discretion for Telehealth](#)
- [FAQs on Telehealth and HIPAA](#)

OCR also issued guidance on when the HIPAA Privacy Rule permits a covered entity to disclose the protected health information of an individual who has been infected with, or exposed to, COVID-19, with law enforcement, paramedics, other first responders, and public health authorities without the individual's authorization.

- [Guidance on Disclosures to Law Enforcement and Other First Responders](#)

## **Filing a Complaint with OCR**

If you believe that a covered entity violated your civil rights, conscience and religious freedom, or health information privacy rights, you may file a complaint at <https://www.hhs.gov/ocr/complaints>.

## **Other Resources**

You may send inquiries to [OCRMail@hhs.gov](mailto:OCRMail@hhs.gov) or call the OCR toll-free phone line at (1-800-368-1019), (TTY: 1-800-537-7697) for further information.

For a list of other Federal civil rights enforcement agencies and how to file a complaint with them, please visit: <https://www.justice.gov/crt/fcs/Agency-OCR-Offices>

For resources provided by the Administration for Community Living, please visit:  
<https://acl.gov/COVID-19>

COVID-19 resources are now available in American Sign Language (ASL) on CDC's YouTube page:  
<https://www.youtube.com/user/CDCStreamingHealth/videos>

To see CDC updates on COVID-19, please visit:  
<https://www.cdc.gov/coronavirus/2019-ncov/whats-new-all.html>

For the U.S. Department of Education's COVID-19 statement addressing stereotyping, harassment, and bullying, please visit: <https://content.govdelivery.com/accounts/USED/bulletins/27f5130>

---

If you would like to learn more about Civil Rights, Conscience and Religious Freedom, the HIPAA Privacy Rule and the HIPAA Security Rule subscribe to the OCR Civil Rights Listserv at:  
<https://www.hhs.gov/ocr/list-serv>.

For copies of OCR documents in alternative formats, please call (800) 368-1019 or (800) 537-7697 (TDD).

If you speak a non-English language and need help with this document, call 1-800-368-1019 (TTY: 1-800-537-7697), and you will be connected to an interpreter who will assist you at no cost.

Español (Spanish)

ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

- [Hojas de datos - sobre las leyes en contra de la discriminación](#)
- [Derechos sobre la confidencialidad de la información sobre su salud](#)

繁體中文 (Chinese)

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1 (800) 368-1019（TTY 文字電話：1 (800) 537-7697）。

- [事實紙頁-關於反視的法律](#)
- [您的健康資訊隱私權](#)
- [您的健康信息隐私权](#)

Tiếng Việt (Vietnamese)

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

- [T Thông Tin - v các điều luật chng phân biệt đối xử](#)
- [Quyền Bảo mật Thông tin Sức khỏe của Quý vị](#)

## 한국어(Korean)

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1 (800) 368-1019번 (TTY: 1 (800) 537-7697번)으로 전화하십시오.

- [정보 안내서 -- 차별 금지법에 관한 정보](#)
- [개인의 의료 정보 보호 권리](#)

## Tagalog (Tagalog)

PAUNAWA: Kung nagsasalita ka ng Tagalog, may mga libreng serbisyo para sa tulong sa wika na maaari mong gamitin. Tumawag sa 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

- [Paunawa - tungkol sa mga batas laban sa diskriminasyon](#)
- [ANG IYONG MGA KARAPATAN SA PAGKAPRIBADO NG IMPORMASYONG PANGKALUSUGAN](#)

## Русский (Russian)

ВНИМАНИЕ! Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните по номеру 1 (800) 368-1019 (телетайп: 1 (800) 537-7697).

- [Информационные листки о законах, запрещающих дискриминацию](#)
- [ВАШИ ПРАВА НА ЗАЩИТУ КОНФИДЕНЦИАЛЬНОСТИ МЕДИЦИНСКОЙ ИНФОРМАЦИИ](#)

## العربية(Arabic)

هاتف الصم ( 1 (800) 368-1019 اتصل على الرقم. إذا كنت تتحدث العربية، فإن خدمات المساعدة اللغوية تتوافر لك بالمجان: ملحوظة 1 (800) 537-7697 والبرك

## Kreyòl Ayisyen (French Creole)

ATANSYON Si w pale Kreyòl, gen sèvis èd pou lang gratis ki disponib pou ou. Rele 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

## Français (French)

ATTENTION : Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 1 (800) 368-1019 (ATS : 1 (800) 537-7697).

## Português (Portuguese)

ATENÇÃO: Se fala português, encontram-se disponíveis serviços linguísticos, grátis. Ligue para 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

## Polski (Polish)

UWAGA: Jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Dzwoni pod numer 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

- [Strony informacyjne na temat ustaw o przeciwdziałaniu dyskryminacji](#)
- [PRAWA DO OCHRONY PRYWATNOŚCI DANYCH ZDROWOTNYCH](#)

#### 日本語 (Japanese)

注意事項：日本語を話される場合、無料の言語支援をご利用いただけます。Call 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

#### Italiano (Italian)

ATTENZIONE: In caso la lingua parlata sia l'italiano, sono disponibili servizi di assistenza linguistica gratuiti. Chiamare il numero 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

#### Deutsch (German)

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufen Sie uns an unter 1 (800) 368-1019 (TTY: 1 (800) 537-7697).

#### Persian (Farsi)

شما می اگر به زبان فارسی صحبت می کنید، خدمات یاری رسانی زبانی، بطور رایگان، در دسترس: توجه  
تماس بگیرید ( 1 (800) 537-7697 ) ، 1 (800) 368-1019 با شماره .باشد

Updated: April 3, 2020



## Impact on the Disability Community – Coronavirus Aid, Relief and Economic Security (CARES) Act and Family First Response Act

On Friday, March 27, President Trump signed the Coronavirus Aid, Relief and Economic Security Act (The CARES Act). This is the third relief package approved by Congress and signed by the President in response to the health and financial crisis now confronting individuals and families, businesses (for profit and not-for-profit) of all sizes across diverse market sectors, the healthcare system and government at all levels. The more than \$2 trillion economic rescue package is the largest relief package in U.S. history.

The CARES Act passed with overwhelming support of Democrats and Republicans, has over 800 pages of specific direction to the full spectrum of federal departments and agencies including Treasury, Health and Human Services, Labor, Social Security Administration, Education, Veterans, Housing and Urban Development, Centers for Medicaid and Medicare Services, Small Business Administration and Defense.

The relief includes direct payments to millions of Americans, expanded unemployment insurance, loans and grants to adversely impacted small and large businesses and additional funding to many existing government programs as diverse as homeless housing support, healthcare providers, community behavioral health clinics, suicide prevention programs, Centers for Independent Living, local and state education agencies, the WIOA workforce development system, veterans who are homeless or, as a result of the impact of the Coronavirus, are at risk of becoming homeless and owners and sponsors of properties who receive HUD Section 811 project-based assistance for individuals with disabilities.

National Disability Institute (NDI) has digested the CARES Act and the Families First Response Act and offers this preliminary analysis of the possible impact on individuals with disabilities and their families, disability-related nonprofit organizations and publicly-funded systems (education, health, workforce development) that must treat children, youth and/or adults with disabilities and their families as a protected class who should benefit from these targeted resources.

[Visit congress.gov to read the law in its entirety.](https://www.congress.gov)

We offer the following takeaways that require your attention and next steps for future action. Please share this information widely with individuals with disabilities and their families, disability-related nonprofit organizations and throughout your networks.

## I. Individuals with Disabilities and Families

### 1. Unemployment Assistance Payments

- a. Qualified individuals will receive \$600 per week in addition to whatever the base amount a displaced worker would receive from their state. The boosted payment will last for four months. If the state unemployment benefit was \$340 per week, then the new enhanced benefit with federal support would be \$940 per week.
- b. Unemployment assistance benefits is expanded for the first time to cover self-employed people and individuals and contractors in the gig economy who have typically been ineligible to apply for unemployment benefits. This eligibility will apply until the end of the year if a person loses work as a result of the Coronavirus public health emergency.

### 2. One-Time Cash Payments

Emergency relief is offered in the form of cash payments to all individuals with and without disabilities nationwide. The full amount is \$1,200 per adult and \$500 per child. This includes recipients of Supplemental Security Income (SSI) and/or Social Security Disability Insurance (SSDI) payments from the Social Security Administration (SSA). To be paid automatically by IRS, you must have filed a 2019 or 2018 tax return. All Social Security beneficiaries, whether or not they filed a tax return in 2018 or 2019, will be paid this one-time cash benefit. IRS may determine if there is additional paperwork to be filed if you have not filed a tax return for either 2018 or 2019.

However, eligibility for this cash benefit is only for individuals with income under \$75,000, \$112,500 for head of household and \$150,000 if married. You must not be listed as a dependent of another taxpayer and you must have a work-eligible Social Security number. If your income is above these ceilings, the amount is reduced by \$5 for each \$100 that a taxpayer's income is above the defined ceiling. For single filers, there is a complete phase out when income exceeds \$99,000. For joint filers with no children, the benefit is phased out at \$198,000.

These cash payments will not count as income to Social Security beneficiaries receiving SSI and/or SSDI. These cash payments will also not count as resources for a period of 12 months for individuals to maintain their Social Security benefits under means-tested federal benefits programs (Medicaid, SSI, SNAP, housing assistance).

Treasury is mandated to conduct a public awareness campaign in operation with SSA and other federal agencies to make individuals who do not file tax returns to be aware of this emergency assistance.

In conclusion, a Social Security beneficiary with a disability who has no earned income is eligible for the benefit, as long as they are not a dependent declared on the income tax return of another taxpayer and the individual with a disability has a Social Security number.

### 3. Tax Returns

The federal tax filing deadline has been extended from April 15, 2020 to July 15, 2020.

### 4. Student Loans

- c. Employers can provide up to \$5,250 in a tax-free student loan repayment benefit. The employer could contribute to loan payments and the impacted worker would not have to consider this money as income. The employee would not pay taxes on the employee contribution.
- d. Student loan payments due, that are held by the Department of Education, are suspended through September 30, 2020.

### 5. Insurance Coverage

All private insurance plans must cover, at no cost, Coronavirus testing, treatments and, when it becomes available, a vaccine.

### 6. Family and Medical Leave

This change brings new rules expanding paid and family leave that go into effect April 1, 2020. These changes are not found in the CARES Act. These changes are in the earlier enacted Families First Coronavirus Response Act. Employees who can't work as a result of health challenges associated with the Coronavirus, or are under orders to stay quarantined, must receive two weeks or up to 80 hours of paid sick leave at their full rate or the applicable minimum wage, if higher.

A second means of coverage is if an employee is caring for a quarantined person or a child who can't go to school or daycare because of the Coronavirus crisis. The employee is then entitled to two weeks, or up to 80 hours, paid leave at two-thirds of the employee's normal rate.

These new rules cover businesses based in the United States with fewer than 500 employees. However, small businesses with fewer than 50 employees may qualify for an exemption. The Department of Labor is expected to issue guidance that offers an exemption if the paid leave requirements would threaten the business' viability.

There are caps on how much an employee could be paid. If under quarantine or experiencing Coronavirus symptoms, the cap is \$511 a day or \$5,110 for two weeks. The limits for employees caring for a sick person are \$200 a day or \$2,000 for two weeks. If a worker is taking care of a child home from school, the cap is \$200 a day and \$12,000 total, which includes two weeks of paid sick leave and up to 10 additional weeks of expanded family and medical leave, due to the health crisis.

These expanded benefits will only apply until December 31, 2020.

The Department of Labor still must issue guidance as to whether these benefits apply to a workplace closed due to a stay at home order issued by a state or local government or to employees who have already been furloughed prior to April 1, 2020.

## **7. Mortgage Payment Postponement**

During the covered period, a borrower of funds for a mortgage may request and be granted a postponement of paying their mortgage for up to 180 days. If the borrower is experiencing a financial hardship due directly or indirectly to the Coronavirus crisis during this period, no fees, penalties or interest beyond the fees that would normally be paid may be charged to the borrower. This only applies for a borrower with a federally-backed mortgage loan. The borrower may also request to extend the period of nonpayment for an additional 180 days. To understand whether your mortgage is a federally-backed mortgage loan, please contact your lender.

## **8. Temporary Moratorium on Evictions**

There are several provisions that prevent the eviction of residential tenants in buildings secured by federally-backed mortgage loans under several federal programs for a 120-day period, beginning March 27, 2020. A landlord may not make, or have someone else make on their behalf, any filing to initiate a legal action to recover possession of the covered dwelling from the tenant for nonpayment of rent and impose any fees, penalties or other charges on a payment for late payment of rent. In addition, selected states have also issued moratoriums on all evictions and foreclosures until the end of April 2020. States that have taken this action include, but are not limited to, Arizona; selected cities in California; Delaware; parts of Florida; Atlanta, Georgia; Illinois; Indiana; Iowa; Kansas; Maryland; Massachusetts; Michigan; New Jersey; New York; North Carolina; Pennsylvania; Rhode Island; and South Carolina.

## II. Disability-Related Nonprofit Organizations and Public Systems

Funds have been earmarked for rapid deployment with many federal departments and agencies. The following is a short list of departments and agencies with new or expanded funding responsibilities that will directly impact individuals with disabilities and families.

### 1. Administration for Community Living (Department of Health and Human Services)

- Independent Living Centers (\$85 million). Funds to be provided to the nationwide network of independent living centers already funded under Part C of Chapter One of Title VII of the Rehabilitation Act. Funds are to be used to “prevent, prepare and respond to the Coronavirus challenges.”
- Aging and Disability Resource Centers (ADRC) (\$50 million). Funds to be used to “prevent, prepare and respond to the Coronavirus challenges.” The ADRCs are in every state.

### 2. Substance Abuse and Mental Health Services Administration (SAMHSA) (\$300 million)

- Funds of \$250 million to be available for the certified Community Behavioral Health Clinic expansion grant program.
- Funds of \$50 million to be available for suicide prevention programs.

### 3. Housing and Urban Development (HUD) (\$4 billion)

- An additional \$15 million in funds are targeted to owners or sponsors of previously funded, project-based assistance under Section 811 of the Cranston Gonzalez National Affordable Housing Act to maintain normal operations.
- Homeless Assistance Grants (\$4 billion). Additional funds to prevent, prepare and respond to Coronavirus among individuals and families who are homeless and for homelessness prevention activities to mitigate the impact created by the health crisis. New awards may be made to provide healthcare services to homeless populations.

#### 4. Department of Education (\$30 billion)

Each governor may submit a state application for funds in the next 30 days and awards will be made within 30 days after receipt.

Use of the funds is primarily to be distributed to Local Education Agencies (LEAs) for multiple purposes including:

- Addressing the unique needs of low-income children and children with disabilities;
- Providing meals to eligible students;
- Providing technology (hardware, software and connectivity), including assistive technology and adaptive equipment, to meet the needs of students with disabilities under IDEA;
- Providing childcare and early childhood education, social and emotional support and protection of education-related jobs; and
- Providing mental health services and supports.

#### 5. Workforce Innovation Opportunity Act (WIOA) Activities

- The Employment and Training Administration (ETA) will receive an additional \$345 million to be targeted to dislocated workers “to prevent, prepare for and respond to the Coronavirus crisis.”
- Each state governor may utilize all unobligated funds for program year 2019 for statewide rapid response activities, including the development and training of staff, to provide opportunities for individuals with barriers to employment to enter in-demand industry sectors or occupations and nontraditional occupations. These funds may also be used for the development of exemplary program activities and the provision of technical assistance to local areas that fail to meet local performance accountability measures.

#### 6. Veterans Benefits and Programs

- The Veterans Health Administration will receive an additional \$14.4 billion dollars “to prevent, prepare for and respond to Coronavirus including related impacts on health care delivery, and for support to veterans who are homeless or at risk of becoming homeless.”
- The Secretary of Veterans Affairs may enter into short-term agreements or contracts with telecommunications companies “to provide temporary, complimentary or subsidized, fixed and mobile broadband services for the purposes of providing expanded mental health services to isolated

veterans through telehealth or VA Video Connect during a public health emergency.”

## **7. Small Business and Nonprofit Organization Assistance from the Small Business Administration (SBA) (\$350 billion)**

- **Payroll Assistance Loans:**

There will be 100 percent federally-guaranteed loans to employers who maintain their payroll during the Coronavirus crisis. The Payroll Protection Program (PPP) allows coverage of payroll between February 15, 2020 and June 30, 2020. If employers maintain their payroll, the loans, capped at a four percent interest rate, would be forgiven for up to eight weeks of payroll. There are limitations on salary levels. The loans will be made available through banks and credit unions. The payroll assistance is offered to employers with not more than 500 employees per physical location. For nonprofits, eligibility is limited to 500 employees or fewer regardless of the loan amount. In addition, the defined payroll costs can also cover costs for rent, utilities, interest on debt obligations, mortgage obligations and continuation of healthcare benefits including paid medical and family leave and insurance premiums.

- **Economic Injury Disaster Loans (EIDL) and Emergency Economic Injury Grants:**

These grants provide up to \$10,000 to small businesses and private nonprofits to keep employees on payroll, to pay for sick leave, pay debts, rent and mortgage payments. To be eligible for the advance, which does not need to be prepaid under any circumstance, you must apply for an economic injury disaster loan (EIDL) and then request the advance. To apply for an EIDL, visit <https://disasterloan.sba.gov/ela>.

## **8. Allowance for Charitable Contributions**

Beginning in 2020, charitable contributions will be allowed by an individual who does not elect to itemize deductions for an amount not to exceed \$300 annually. This would be of benefit to 501(c)3 nonprofits in the disability community.



### III. Next Steps

#### A. Individuals with Disabilities and Their Families

##### Cash Benefit

If you are an adult with a disability, who is not declared a dependent on the income tax return of another taxpayer, you will be eligible for the one-time cash benefit of \$1,200. You will receive the cash benefit within four weeks if you have filed a 2018 or 2019 tax return. If not, the IRS may announce soon the need to file additional paperwork. Please note your income must be below \$75,000 as a single tax filer and \$112,500 for a head of household to get the full \$1,200.

##### Five Key Strategies

Please read the NDI and Center for Disability-Inclusive Community Development (CDICD) handout: [Promoting Financial Health and Resiliency for People with Disabilities and Their Families During the COVID-19 Pandemic.](#)

Five strategies and resources are offered:

- Assess Your Financial Health
- Find Community Resources
- Be Informed About Benefits
- Connect with Your Financial Service Providers
- Stay Connected in a Virtual World

##### Family and Medical Leave

There are new federal rules regarding family and medical leave for businesses with less than 500 employees. There may be exemptions to be announced by the U.S. Department of Labor for employers with less than 50 employees. If impacted directly, or as a caregiver for a child home from school or for someone experiencing health challenges from the Coronavirus, you may be entitled to paid leave for two weeks and up to 12 weeks based on health or caregiving roles. Please contact your employer's human resources department to learn about implementation of these new federal requirements.

#### B. Organizations

1. If a Center for Independent Living or a potential collaborator of a CIL, \$85 million will be distributed to CILs from the Administration for Community Living. In your community, start the conversation of what is needed most.



2. Reach out to your Local Education Agency (LEA) special education director to consider opportunities for collaboration to make sure students with disabilities at home receive a “free appropriate public education” (FAPE). This includes making available necessary technology, including assistive technology and appropriate mental health services and supports. Each governor will have millions of dollars to distribute to LEAs.
3. Reach out to your governor’s office and your state workforce development agency to discuss how unobligated funds for Program Year 2019 under WIOA could be expended to support individuals with disabilities to enter nontraditional occupations and/or in-demand industry sectors.
4. Consider the option of a payroll assistance loan through your local bank backed by SBA federal funds and emergency economic injury grants that will be available through the SBA.
5. Review the other federal agency funding allocations to see if relevant to the work of your organization. Contact the agency representative you currently have a relationship with to learn more about their plans.

*This page left intentionally blank for double sided printing.*

## ENSURING LANGUAGE ACCESS AND EFFECTIVE COMMUNICATION DURING RESPONSE AND RECOVERY: A CHECKLIST FOR EMERGENCY RESPONDERS

As an emergency responder, it is critical for you to be prepared to effectively reach all members of the community during emergency response and recovery efforts. Survivors may include individuals with access and functional needs, such as persons with limited English proficiency (LEP) and persons with disabilities. Access to federally funded emergency response and recovery services must be provided to persons with LEP and persons with disabilities in accordance with federal civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973.<sup>1</sup> These services may include providing language access services<sup>2</sup> to provide meaningful access and auxiliary aids and services to ensure effective communication.

<p><b>Who is a person with limited English proficiency (LEP)?</b> A person who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English well.</p>	<p><b>Who is a person with a disability?</b> A person who has a physical or mental impairment that substantially limits one or more major life activities. Note that persons with cognitive, vision, hearing, and speech impairments may have specific communication needs.</p>
--	---

The following **recommendations**, **action steps**, and **effective practices for working with interpreters** can assist emergency responders in addressing the needs of persons with LEP and persons with disabilities regarding language access and effective communication:<sup>3</sup>

RECOMMENDATIONS	ACTION STEPS	✓
<b>Supporting LEP Individuals and Persons with Disabilities</b>		
Identify specific languages/dialects spoken by each major LEP and deaf/hard-of-hearing group in your area.	<ul style="list-style-type: none"> <li>Access state and local demographic data, available through the <a href="#">U.S. Census Bureau</a>, or interactive maps through the <a href="#">Department of Education</a>.</li> <li>Identify public gathering spaces that serve persons with LEP, such as schools or local libraries that offer internet access or language access resources.</li> <li>Identify the type of Sign Language spoken in your area (i.e., American Sign Language, Spanish Sign Language, etc.).</li> </ul>	
Identify persons with disabilities who may need communication support, such as persons with vision, hearing, speech, or cognitive impairments.	<ul style="list-style-type: none"> <li>Reach out to Centers for Independent Living (CILs), your state Developmental Disabilities Council, your state's Protection and Advocacy Agency, as well as organizations serving deaf/hard of hearing or blind/low vision populations.</li> </ul>	
Identify local partners that connect with and serve persons with LEP and persons with disabilities.	<ul style="list-style-type: none"> <li>Reach out to hospitals and other health care facilities, community-based organizations, faith-based organizations, legal services.</li> <li>Connect with Refugee Resettlement and English as a Second Language programs.</li> </ul>	
Coordinate with media in TV, print, radio, and online platforms to share emergency information.	<ul style="list-style-type: none"> <li>Prepare emergency messaging that is in plain language, short, culturally appropriate, in languages prevalent in the area, and in multiple formats, such as audio, large print, and captioning. See <a href="#">HHS' tips on using plain language</a>.</li> </ul>	

<sup>1</sup> Other relevant federal laws, Executive Orders, and guidance that address the needs of persons with disabilities and/or persons with LEP include the Public Health Service Act, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, the Post-Katrina Emergency Management Reform Act of 2006, Executive Orders 13166 and 13347, the National Response Framework, and the National Disaster Recovery Framework.

<sup>2</sup> There are two ways to provide language services: oral interpretation and written translation.

<sup>3</sup> This guidance document is not a final agency action, does not legally bind persons or entities outside the Federal government, and may be rescinded or modified in the Department's discretion. Noncompliance with any voluntary standards (e.g., recommended practices) contained in this document will not, in itself, result in any enforcement action.



RECOMMENDATIONS	ACTION STEPS	✓
<b>Supporting LEP Individuals and Persons with Disabilities</b>		
Provide appropriate and effective language assistance services.	<ul style="list-style-type: none"><li>• Ensure ready access to qualified interpreters for persons with LEP and people who are deaf or hard of hearing.</li><li>• Translate printed materials into braille and commonly spoken languages by LEP populations in your area.</li><li>• Provide auxiliary aids and services to ensure effective communication.<sup>4</sup></li><li>• Identify bilingual responders and volunteers with verified language skills who are competent in assisting persons with LEP and persons with disabilities during a disaster.</li></ul>	

<b>Effective Practices for Working with Interpreters</b>	✓
<b>Before the Interpretation</b>	
Identify the target language and, if possible, the appropriate dialect.	
Whenever possible, use a qualified interpreter who can interpret effectively, accurately, and impartially. <u>Note:</u> Use of a family member, friend, or minor is strongly discouraged due to potential issues regarding competency, confidentiality, or conflict of interest.	
Document the interpreter's name and contact information.	
Describe to the interpreter the purpose of your conversation and information you are planning to convey.	
Share notes, outlines, handouts, and other relevant materials with the interpreter to provide context.	
Allocate at least double the time of a regular interview.	
<b>During the Interpretation</b>	
Look at and speak directly in the first person to the LEP individual or person with a disability, not the interpreter. For example, "Hello, my name is Jane," not "Tell him my name is Jane."	
Speak in short sentences, pausing after each phrase, and at a slower rate than your normal pace.	
Where possible, avoid the use of idioms, acronyms, and double-negatives. For example, "The predicted floods will cause damage," not "the predicted floods will be a recipe for disaster."	
Use plain language. Be prepared to clarify information (i.e., technical terms) by describing it in a different or more detailed manner. For example, the term "response" has multiple meanings. In the context of a disaster, you may clarify the term "response" to mean, "actions taken before, during, or immediately after a disaster to ensure public safety and meet the needs of the affected community."	
Monitor the quality of the interpretation and proficiency of the interpreter. Red flags include extreme hesitation, repeated clarifications, excessive usage of English terms, and overly long or overly short interpretations compared to the statements being interpreted.	

#### For more resources and information:

- [HHS ASPR ABC General Resource Library](#)
- [HHS CDC Defining, Locating, and Reaching At-Risk Populations in Emergency](#)
- [DOJ FCS Tips and Tools to Reach LEP Community](#)
- [Show Me: A Communication Tool for Emergency Shelters](#)
- [HHS OCR Emergency Preparedness Resources](#)
- [HHS OMH Cultural Competency Curriculum for Disaster Preparedness and Crisis Response](#)
- [DHS Tips for Effectively Communicating with the Whole Community in Disasters](#)
- [LEP.Gov Resources](#)
- [HHS OCR Laws and Regulations](#)
- [HHS OMH Guidance for Integrating Culturally Diverse Communities into Emergencies](#)
- [Census Bureau - Detailed Languages Spoken at Home and Ability to Speak English](#)
- [ASPR TRACIE Access and Functional Needs Topic Collection](#)

<sup>4</sup> Examples of auxiliary aids may include braille or large print versions of materials; USB flash drives; qualified interpreters or readers; telecommunications devices for deaf persons (TDDs); captioning of video; use of amplified telephones; phones that display text; amplified listening devices for people with hearing loss; magnifiers for people with vision loss; written materials, and other methods of making information accessible.

Visit [coronavirus.gov](https://www.coronavirus.gov) for the latest Coronavirus Disease (COVID-19) updates.  
Read the **30 Days to Slow the Spread Guidance - PDF (versión en Español - PDF)**.

# HHS.gov

## Civil Rights

---

U.S. Department of Health & Human Services

### Emergency Preparedness

At-risk people or people with special needs may need specific assistance in an emergency. This can be medical care, transportation, maintaining independence for daily living, supervision, or communication.

Persons with special needs or who are at risk in an emergency include:

- Children
- Elderly persons
- Persons from diverse cultural origins
- Individuals with disabilities
- Individuals with limited English proficiency
- Persons who live in institutionalized settings
- Persons who do not have access to transportation

These people may be protected under the law from discrimination in certain emergency situations.

Who is a person with limited English proficiency (LEP)?

A person who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English well.

Who is a person with a disability?

A person who has a physical or mental impairment that substantially limits one or more major life activities. Persons with cognitive, vision, hearing, and speech impairments may have specific communication needs.

## Emergency Preparedness Recent Announcements

### **New HHS Checklist Helps First Responders Ensure Language Access and Effective Communication During Emergencies**

Recent natural disasters have demonstrated the importance of ensuring accessibility to health and human services for everyone living in the United States, including individuals who are limited English proficient or with disabilities in need of interpretation and translation services. HHS' Office for Civil Rights led efforts by the HHS Language Access Steering Committee to develop a [plain language checklist - PDF](#) to help first responders provide services to individuals with limited English proficiency and individuals with disabilities during emergency response and recovery efforts, in accordance with federal civil rights laws. The checklist includes recommendations, specific action steps, and resources to assist first responders in providing on-the-ground language assistance and communicating effectively in disasters. Practical tips range from how to identify language needs in a disaster-impacted community to effectively utilizing interpreters.

- [Read the HHS Press Release.](#)

OCR Identifies Practices and Resources for Emergency Responders/Officials to Help Ensure Individual Have Equal Access to Emergency Services

Following the Puerto Rico earthquakes, the HHS Office for Civil Rights (OCR) and its federal partners remain in close coordination to help ensure that emergency officials effectively address the needs of at-risk populations during disaster response. To this end, emergency responders and officials should consider adopting, as circumstances and resources allow, the following practices to help make sure all segments of the community are served:

- Employing qualified interpreter services to assist individuals with limited English proficiency and individuals who are deaf or hard of hearing during evacuation, response and recovery activities
- Making emergency messaging available in languages prevalent in the area and in multiple formats, such as audio, large print, and captioning and ensuring that websites providing disaster-related information are accessible
- Making use of multiple outlets and resources for messaging to reach individuals with disabilities, individuals with limited English proficiency, and members of diverse faith communities
- Considering the needs of individuals with mobility impairments and individuals with assistive devices or durable medical equipment in providing transportation for evacuation
- Identifying and publicizing accessible sheltering facilities that include accessible features, such as bathing, toileting, and eating facilities and bedding

- Avoiding separating people from their sources of support, such as service animals, durable medical equipment, caregivers, medication and supplies
- Placing persons with disabilities in integrated shelters to the extent possible; and
- Stocking shelters with items that will help people to maintain independence, such as hearing aid batteries, canes, and walkers

Being mindful of all segments of the community and taking reasonable steps to provide an equal opportunity to benefit from emergency response efforts will help ensure that responsible officials are in compliance with Federal civil rights laws and that the disaster management in the areas affected by the Puerto Rico earthquakes is successful.

## HIPAA Emergency Preparedness, Planning, and Response

For [access guidance](#) about sharing patient information under the Privacy Rule in emergency situations, such as to assist patients in receiving the care they need, as well as to assist in disaster relief, public health, and law enforcement efforts.

DHS Statement on Safety and Enforcement During Hurricane Dorian

**Release Date: August 30, 2019**

[En español](#) | [Other translations](#)

The Department of Homeland Security (DHS) issued the following statement on safety and enforcement during Hurricane Dorian:



U.S. Immigration and Customs Enforcement (ICE) and U.S. Customs and Border Protection (CBP) are concerned about the potential impact of Hurricane Dorian to portions of Florida. Our highest priority remains the preservation of life and safety. In consideration of these circumstances, there will be no immigration enforcement initiatives associated with evacuations or sheltering related to the storm, except in the event of a serious public safety threat.

<https://www.dhs.gov/news/2019/08/30/dhs-statement-safety-and-enforcement-during-hurricane-dorian>

**Rumor: Sharing Application Information, Immigration Enforcement**

FEMA will not proactively provide information gathered through these applications with ICE or CBP for immigration enforcement purposes; however, if a significant law enforcement interest exists (e.g. a national security case) for an individual whose information is contained therein, FEMA may share information with our law enforcement partners, within DHS per their request, in accordance with the intra-agency need to know exception to the general disclosure prohibition of the Privacy Act of 1974.

**Rumor: Service Animals in Shelters**

There are rumors that persons with disabilities are not permitted to bring their service animals to shelters serving disaster survivors. This is FALSE.

The American Red Cross, along with other state, local, and nongovernmental organizations, operate most shelters serving disaster survivors. Under civil rights law, these shelter providers are required to allow an individual with a disability to be accompanied by their service animal within the shelter. A service animal is not a pet and is therefore not subject to restrictions applied to pets or other animals (**Rumor: Pets in**

Hotels (Transitional Sheltering Assistance)). For more information about service animals under the Americans with Disabilities Act, see Frequently Asked Questions about Service Animals and the ADA and ADA Requirements: Service Animals.

Anyone with a service animal who has been turned away from a disaster shelter can contact the DHS Office for Civil Rights and Civil Liberties (CRCL) at [CRCL@dhs.gov](mailto:CRCL@dhs.gov), or the Department of Justice's Disability Rights Section at 800-514-0301 (voice) or 800- 514- 0383 (TTY), or the HHS Office for Civil Rights at <https://www.hhs.gov/civil-rights>

### Emergency Preparedness Resources

**Federal Agencies Issue Joint Guidance to Help Emergency Preparedness, Response and Recovery Providers Comply with Title VI – August 16, 2016**

HHS, Justice, HUD, DHS and DOT issued joint guidance to help ensure that recipients of federal financial assistance do not discriminate against individuals and communities on the basis of race, color or nation origin when providing emergency preparedness, response and recovery services.

[Read the Guidance - PDF](#)

[Download the HHS Checklist for Recipients of Federal Financial Assistance - PDF](#)

For additional resources, visit the civil rights section of the FEMA website at: [www.fema.gov/media-library/assets/documents/26070](http://www.fema.gov/media-library/assets/documents/26070).

### **HHS Office for Preparedness & Response**

- [Disasters & Emergencies Preparedness Information](#)

- Fact Sheet: "Working with Older Adults and People with Disabilities: Tips for Treatment and Discharging Planning"- explains the importance of ensuring that people remain in the least restrictive environment and provides information to responders and providers about discharge planning for persons with disabilities.

## **Civil Rights & Emergency Preparedness**

- Persons with Disabilities
- Persons from Diverse Cultural Origins

## **HIPAA & Emergency Preparedness**

- Learn how the HIPAA Privacy Rule applies to the release of protected health information for planning or response

## **Administration for Community Living**

- Helping Community-Based Organizations Be Prepared for Emergencies (Sept. 19, 2019)
- Capacity Building Toolkit - Aging & Disability
- Emergency Preparedness Month: "Disasters Don't Plan Ahead. You Can."

## **SAMHSA**

- Disaster Preparedness, Response, and Recovery

- [Planned Toolkit to Improve Disaster Preparedness and Recovery.](#)
- [SAMHSA's Disaster Kit](#)
- [Tips for Disaster Responders: Preventing and Managing Stress - PDF](#)

## **FEMA**

- [Tips for Effectively Communicating with the Whole Community in Disasters](#)

---

Content created by Office for Civil Rights (OCR)

Content last reviewed on January 9, 2020