

Hospital Accessibility Checklist

Assessing accessibility in a hospital research environment involves evaluating the physical environment, equipment, processes and policies, to ensure they are accessible to individuals with disabilities (seen & unseen), including patients, visitors, staff and students. This checklist covers various aspects of accessibility, including physical access, equipment usability, communication methods and documentation formats, which may be relevant in a hospital-based research setting. In some instances, several of these themes may be the responsibility of the hospital or trust management.

Physical Accessibility:

- Evaluate entrances, exits, hallways, and pathways to ensure they are wide enough for wheelchair users and free from obstructions.
- Check for accessible parking, entrances, ramps and lifts.
- Assess the height of counters, desks, registration areas, lab benches, sinks and equipment.

Facility Infrastructure:

- Evaluate the accessibility of patient rooms, bathrooms and waiting areas.
- Ensure that accessible features such as grab bars, handrails, and accessible seating are available where needed.
- Check accessibility of medical equipment, including examination tables, imaging machines and diagnostic tools.

Services & accommodations:

- Review hospital policies and procedures related to disability accommodation, including procedures for requesting accommodations and providing assistance to individuals with disabilities.
- Assess availability of auxiliary aids and services, such as sign language interpreters, communication devices, and alternative formats for medical information.

Equipment Accessibility:

- Examine laboratory equipment such as microscopes, centrifuges and analytical instruments to ensure they are usable by individuals with disabilities.
- Check if equipment controls are tactile, well-labelled, and operable with minimal dexterity.
- Ensure that software interfaces are compatible with screen readers and other assistive technologies.

Communication and Documentation:

- Review communication methods within the lab, including written instructions, signs, and alarms. Where necessary, ensure that alternative formats such as Braille or large print are available if needed.
- Evaluate the accessibility of laboratory documentation, including manuals, protocols, and safety information. Ensure they are available in accessible formats and are compatible with screen readers.

Policies and Training:

- Assess lab policies related to disability accommodation, including procedures for requesting accommodations and addressing accessibility concerns.
- Evaluate training programs to ensure that lab staff are knowledgeable about accessibility requirements and how to assist individuals with disabilities.

User Feedback:

- Gather feedback from individuals who use the office facilities. Their perspectives can provide valuable insights into areas that may need improvement.

Review:

- Regularly monitor and review accessibility requirements to ensure ongoing compliance with accessibility standards and to address new accessibility issues that may arise.