

JAN

Job Accommodation Network

Practical Solutions • Workplace Success

Accommodation and Compliance Series

Accommodation and Compliance Series: Employees with a Hand Amputation/One Hand Use

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ODEP
Office of Disability
Employment Policy

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Preface

The Job Accommodation Network (JAN) is funded by a contract with the Office of Disability Employment Policy, U.S. Department of Labor. JAN makes documents available with the understanding that the information be used solely for educational purposes. The information is not intended to be legal or medical advice. If legal or medical advice is needed, appropriate legal or medical services should be contacted.

JAN does not endorse or recommend any products or services mentioned in this publication. Although every effort is made to update resources, JAN encourages contacting product manufacturers/vendors and service providers directly to ensure that they meet the intended purposes. This guarantees that the most up-to-date information is obtained.

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JAN'S Accommodation and Compliance Series

Introduction

JAN's Accommodation and Compliance Series is designed to help employers determine effective accommodations and comply with Title I of the Americans with Disabilities Act (ADA). Each publication in the series addresses a specific medical condition and provides information about the condition, ADA information, accommodation ideas, and resources for additional information.

The Accommodation and Compliance Series is a starting point in the accommodation process and may not address every situation. Accommodations should be made on a case by case basis, considering each employee's individual limitations and accommodation needs. Employers are encouraged to contact JAN to discuss specific situations in more detail.

For information on assistive technology and other accommodation ideas, visit JAN's Searchable Online Accommodation Resource (SOAR) at <https://askjan.org/soar>.

Information about Hand Amputation/One Hand Use

An individual may have use of one hand for a variety of reasons. It could be from an injury or amputation. It may also be from a repetitive stress injury like carpal tunnel or it could be congenital. For some jobs an individual may not need an accommodation. In others, modifications may be needed to make the individual more productive.

Hand Amputation/One Hand Use and the Americans with Disabilities Act

The ADA does not contain a list of medical conditions that constitute disabilities. Instead, the ADA has a general definition of disability that each person must meet. A person has a disability if he/she has a physical or mental impairment that substantially limits one or more major life activities, a record of such an impairment, or is regarded as having an impairment. For more information about how to determine whether a person has a disability under the ADA, see [How to Determine Whether a Person Has a Disability under the Americans with Disabilities Act Amendments Act \(ADAAA\)](#).

Accommodating Employees with Hand Amputation/One Hand Use

People with limitations from a hand amputation may develop some of the limitations discussed below, but seldom develop all of them. Also, the degree of limitation will vary

among individuals. Be aware that not all people who are aging will need accommodations to perform their jobs and many others may only need a few accommodations. The following is only a sample of the possibilities available. Numerous other accommodation solutions may exist.

Questions to Consider:

1. What limitations is the employee experiencing?
2. How do these limitations affect the employee and the employee's job performance?
3. What specific job tasks are problematic as a result of these limitations?
4. What accommodations are available to reduce or eliminate these problems? Are all possible resources being used to determine possible accommodations?
5. Has the employee been consulted regarding possible accommodations?
6. Once accommodations are in place, would it be useful to meet with the employee to evaluate the effectiveness of the accommodations and to determine whether additional accommodations are needed?
7. Do supervisory personnel and employees need training?

Accommodation Ideas:

Limitations

Use of One Hand/Arm

- Computer Access
 - Alternative Input Devices
 - Articulating Keyboard Trays
 - Alternative Keyboards
 - Alternative Mice
 - Ergonomic Equipment
 - Expanded Keyboards
 - Eye Controlled Alternative Computer Input Devices
 - Forearm Supports
 - Keyguards
 - Left Hand-Dominant Keyboards
 - Miniature Keyboards

- On-Screen Keyboards
- One-Handed Keyboard Software
- One-Handed Keyboards
- Scribe/Notetaker
- Speech Recognition Software
- Typing / Keyboarding Aids
- Ten Keypads
- Tongue Touch Keyboards/Mice
- Industry Specific
 - Compact Material Handling
 - Dental and Surgical Instruments
 - Ergonomic and Pneumatic Tools
 - Gardening Equipment
 - Gear Shift Adapter/Extension
 - Money Handling Products
 - Mop Buckets
 - Mops and Mop Handles
 - Motorized Carts
 - Multi-Purpose Carts
 - One-Hand Syringes
 - Patient Lifts (General)
 - Planting Aids
 - Steering Grips
 - Tool Balancers
 - Vacuum Lifts
 - Vacuum Pickup Tools
- Other
 - Aide/Assistant/Attendant
 - Book Holders
 - Electric Scissors
 - Ergonomic Scissors

- Grip Aids
- Grooming and Dressing Aids
- Job Coaches
- Job Restructuring
- Page Turners
- Reachers
- Switches
- Writing Aids
- Telephone Access
 - Auto-dialers
 - Gooseneck and Other Telephone Holders
 - Hands-free Telephones
 - Headsets
 - Shoulder Rests for Telephone Handsets
- Worksite Access
 - Automated Filing Systems
 - Automatic and Remote Control Blinds
 - Door Knob Grips and Handles
 - File Carousels
 - Filing Trays

Work-Related Functions

Manipulate Items

- Aerial Lifts
- Anti-vibration Gloves
- Anti-vibration Tool Wraps
- Auto-dialers
- Automatic Door Openers
- Compact Mobile Cranes
- Ergonomic and Pneumatic Tools
- Grip Aids

- Tool Balancers
- Vacuum Lifts
- Vacuum Pickup Tools

Move Items/People

- Adjustable Exam Tables
- Aerial Lifts
- Animal Lift Tables
- Ball Transfer Tables
- Battery Powered Lift Tables
- Carts
- Compact Material Handling
- Compact Mobile Cranes
- Lifting Aids
- Multi-Purpose Carts
- Proper Lifting Techniques
- Vacuum Lifts
- Vacuum Pickup Tools
- Walk-up Changing Tables

Work Station Access

- Adjustable and Ergonomic School Desks and Equipment
- Adjustable Desk Top Workstations for Office Settings
- Adjustable Workstations for Industrial Settings
- Articulating Keyboard Trays
- Assist Lift Cushions
- Ergonomic Equipment
- Expanded Keyboards
- Forearm Supports
- Monitor Risers
- Mousing Surfaces
- Work Platforms

Situations and Solutions:

An applicant for an administrative position only had the use of one hand.

The employer requires all employees to be able to type at a certain speed or higher. The applicant states that she is unable to meet this speed with a traditional keyboard, but can with a keyboard designed for one hand use. The employer purchased a one-handed keyboard as an accommodation.

An employee recently returned to work after having one hand amputated.

The employee had difficulty using a staple remover. The employer agreed to switch from using staples to paper clips as the employee finds those much easier to work with.

An employee was having trouble using heavy power tools due to only having the use of one hand.

The employer provided tool balancers to counter the weight of the tools as an accommodation.

An applicant for a truck driver position only has the use of one hand.

The employer agrees to allow the applicant to drive an automatic transmission truck and also outfit that truck with steering grips as an accommodation.

An employee working as a nursing assistant had the use of only one hand and had difficulty lifting patients to bathe them.

The employer provided a patient lift as an accommodation.

Products

There are numerous products that can be used to accommodate people with limitations. JAN's Searchable Online Accommodation Resource at <https://askjan.org/soar> is designed to let users explore various accommodation options. Many product vendor lists are accessible through this system; however, JAN provides these lists and many more that are not available on the Web site upon request. Contact JAN directly if you have specific accommodation situations, are looking for products, need vendor information, or are seeking a referral.

Resources

Job Accommodation Network

West Virginia University
PO Box 6080
Morgantown, WV 26506-6080
Toll Free: (800) 526-7234
TTY: (304) 293-7186
Fax: (304) 293-5407
jan@askjan.org
<http://AskJAN.org>

The Job Accommodation Network (JAN) is a free consulting service that provides information about job accommodations, the Americans with Disabilities Act (ADA), and the employability of people with disabilities.

Office of Disability Employment Policy

200 Constitution Avenue,
NW, Room S-1303
Washington, DC 20210
Toll Free: (866) 633-7365
odep@dol.gov
<http://dol.gov/odep>

The Office of Disability Employment Policy (ODEP) is an agency within the U.S. Department of Labor. ODEP provides national leadership to increase employment opportunities for adults and youth with disabilities while striving to eliminate barriers to employment.

Amputee Coalition of America

9303 Center Street
Suite 100
Manassas, VA 20110
Toll Free: (888) 267-5669
<http://www.amputee-coalition.org>

The Amputee Coalition of America (ACA) is a national, non-profit amputee consumer educational organization representing people who have experienced amputation or are born with limb differences. The ACA includes individual amputees, amputee education and support groups for amputees, professionals, family members and friends of amputees, amputation or limb loss related agencies, and organizations.

Enabling the Future

<http://enablingthefuture.org/>

The e-NABLE Community is an amazing group of individuals from all over the world who are using their 3D printers to create free 3D printed hands and arms for those in need of an upper limb assistive device.

Helping Hands Foundation

P.O. Box 332

Medfield, MA 02052

info@HelpingHandsGroup.org

<http://helpinghandsgroup.org/>

We have as a continuous goal, to provide support, share experiences and supply information to parents, affected children and their siblings. We choose to focus on the individual child and the challenges they may face. We emphasize their abilities, not their disabilities.

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