



# **Federal Employment for People with Disabilities— Schedule A**



Schedule A is a method which some people with disabilities can employ to enter the federal government workforce. If you are interested in working for the U.S. government, you will want to know what Schedule A is. Schedule A is an excepted service appointment or hiring authority that allows selecting officials to hire people with disabilities without going through the traditional job posting and competitive process. To become eligible for a Schedule A appointment, a person must meet the definition for a disability which is defined as a physical or mental impairment that substantially limits one or more major life activities and have a record of a substantially limiting impairment. Partial paralysis and total paralysis are two of the targeted disabilities that fall under Schedule A. Before they are hired, candidates must submit a Schedule A letter from one of the following health care professionals or agencies: a doctor, a licensed medical professional, a licensed rehabilitation professional or any federal, state, District of Columbia, or US territory agency that issues or provides disability benefits. The Schedule A process improves the federal government's ability to hire people with disabilities and assists people with disabilities to gain employment in the federal government.

#### **Websites:**

**Equal Employment Opportunity Commission (EEOC): The ABCs of SCHEDULE A-Tips for Applicants with Disabilities on Getting Federal Jobs**

[https://www.eeoc.gov/eeoc/publications/abc\\_applicants\\_with\\_disabilities.cfm](https://www.eeoc.gov/eeoc/publications/abc_applicants_with_disabilities.cfm)

**Equal Employment Opportunity Commission (EEOC): The ABCs of SCHEDULE A—Tips for Service Providers on Helping Your Clients Obtain Federal Employment**

[https://www.eeoc.gov/eeoc/publications/abc\\_service\\_providers.cfm](https://www.eeoc.gov/eeoc/publications/abc_service_providers.cfm)

**U.S. Equal Employment Opportunity Commission: Tips for Applicants with Disabilities Applying for Federal Jobs**

<https://www.eeoc.gov/laws/guidance/tips-applicants-disabilities-applying-federal-jobs>

**U.S. Office of Personnel Management (OPM): List of Targeted Disabilities aka Form 256**

[https://www.opm.gov/forms/pdf\\_fill/sf256.pdf](https://www.opm.gov/forms/pdf_fill/sf256.pdf)

#### **Reasonable Accommodations Resources:**

**Computer/Electronic Accommodation Program (CAP)**

<https://www.tricare.mil/Plans/SpecialPrograms/CAP>

<http://www.cap.mil/>

4800 Mark Center Dr., Suite 05E22

Alexandria, VA 22350

Phone: 703-614-8416, (571) 384-5629 VP

Email: [cap@mail.mil](mailto:cap@mail.mil)

Provides information related to assistive technology accommodations. Established by the Department of Defense (DoD) in 1990, the Computer/Electronic Accommodations Program (CAP) is a centrally funded program that provides assistive technology (AT) and reasonable accommodations to people with disabilities and wounded Service members. (<http://cap.mil/WSM/Default.aspx>.) CAP's mission is to ensure that people with disabilities and wounded service members have equal access to the information environment and opportunities in the DoD and throughout the Federal government.

### **Equal Employment Opportunity Commission (EEOC): Promoting Employment of Individuals with Disabilities in the Federal Workforce**

<https://www.eeoc.gov/federal/qanda-employment-with-disabilities.cfm>

This section has information on asking for accommodations.

### **Job Accommodation Network (JAN)**

<http://askjan.org/>

PO Box 6080

Morgantown, WV 26506-6080

Phone: 800-526-7234

TTY: 877-781-9403

Email: [jan@askjan.org](mailto:jan@askjan.org)

JAN offers free information on workplace accommodations and the Americans with Disabilities Act.

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