

# JAN

Job Accommodation Network

Practical Solutions • Workplace Success

## Accommodation and Compliance Series

# Accommodation and Compliance Series: Employees with Little Person

Job Accommodation Network  
PO Box 6080  
Morgantown, WV 26506-6080  
(800)526-7234 (V)  
(877)781-9403 (TTY)  
[jan@askjan.org](mailto:jan@askjan.org)  
[AskJAN.org](http://AskJAN.org)



**ODEP**

Office of Disability  
Employment Policy

Funded by a contract with the Office of Disability  
Employment Policy, U.S. Department of Labor

## Preface

The Job Accommodation Network (JAN) is funded by a grant from 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.

The following document is not copyrighted and reproduction is encouraged. Section 105 of the Copyright Law provides that no copyright protection is available for works created by the U.S. Government. Therefore, all works created by JAN fall under this provision. While individuals may use such work with impunity, individuals may not claim copyright in the original government work, only in the original material added. Individuals may access the full text of the law from the U.S. Copyright Office <https://www.loc.gov/copyright>. Please note that specific information cited by JAN may be copyrighted from other sources. Citing secondary sources from a JAN publication may violate another organization's or individual's copyright. Permission must be obtained from these sources on a case-by-case basis. When using JAN materials, JAN asks that the materials not be reproduced for profit, that the tone and substance of the information are not altered, and that proper credit is given to JAN as the source of the information. For further information regarding this or any other document provided by JAN, please contact JAN.

Updated 09/12/2022.

## **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 Little Person**

JAN receives calls regarding accommodations for little people. Little people are typically those individuals of short stature ranging below 4'10". Some little people may not need any accommodations while others may need accommodations. Frequently requested accommodations include modifications to the work-site and work-station, accommodations for toileting/grooming issues, and accommodations to maintain workplace safety. Typical limitations include orthopedic conditions such as spinal stenosis and joint disease as well as difficulty accessing workplace settings designed for an average-height person.

### **Little Person 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 Little Person**

Little people 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 little people 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. 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?
6. Do supervisory personnel and employees need training?

### **Accommodation Ideas:**

#### **Limitations**

##### Grasping

- Adjustable Drafting Tables
- Adjustable Massage Tables
- Aide/Assistant/Attendant
- Alternative Spray Can Holders/Guns
- Anti-vibration Gloves
- Anti-vibration Tool Wraps
- Auto-dialers
- Automated Filing Systems
- Book Holders
- Breath and Mouth Controlled Alternative Computer Input Devices

- Cake Decorating and Baking Equipment
- Compact Material Handling
- Deburring Tools
- Dental and Surgical Instruments
- Door Knob Grips and Handles
- Electric Scissors
- Electric Stapler
- Electronic Organizers
- Ergonomic and Pneumatic Tools
- Ergonomic Knives
- Ergonomic Scissors
- File Carousels
- Filing Trays
- Graphics Design Software
- Grip Aids
- Hair Scissors
- Handheld Computers (General)
- Hands Free Resuscitation Devices
- Hands-free Telephones
- Headsets
- Height Adjustable Table Legs
- Independent Living Aids
- Left Hand-Dominant Keyboards
- Light Switch Extension Handles
- Lightweight Lead Aprons
- Manhole Cover Lifts
- Money Handling Products
- Mop Buckets
- Mops and Mop Handles
- Motorized Carts
- Multi-Purpose Carts

- One-Handed Keyboards
- Page Turners
- Pipettes
- Professional Organizers
- Reachers
- Scribe/Notetaker
- Shoulder Rests for Telephone Handsets
- Steering Grips
- Talking Bar Code Scanner/Reader
- Talking Money Identifier
- Test Tube Holders
- Tool Balancers
- Touchless Faucets
- Van Conversion
- Wheelchair Trays
- Writing Aids

#### Handling/Fingering

- Adjustable Drafting Tables
- Adjustable Massage Tables
- Aide/Assistant/Attendant
- Alternative Input Devices
- Alternative Keyboards
- Alternative Mice
- Alternative Spray Can Holders/Guns
- Anti-vibration Gloves
- Anti-vibration Tool Wraps
- Articulating Keyboard Trays
- Automated Filing Systems
- Book Holders
- Breath and Mouth Controlled Alternative Computer Input Devices
- Cake Decorating and Baking Equipment

- Compact Material Handling
- Deburring Tools
- Disposable Gloves for Small Hands
- Electric Scissors
- Electric Stapler
- Electronic Organizers
- Ergonomic and Pneumatic Tools
- Ergonomic Equipment
- Expanded Keyboards
- Extra Grip Gloves
- Forearm Supports
- Graphics Design Software
- Grip Aids
- Hair Scissors
- Handheld Computers (General)
- Height Adjustable Table Legs
- Keyguards
- Light Switch Extension Handles
- Miniature Keyboards
- Money Handling Products
- On-Screen Keyboards
- One-Handed Keyboards
- Page Turners
- Periodic Rest Breaks
- Pipettes
- Professional Organizers
- Scribe/Notetaker
- Speech Recognition Software
- Talking Bar Code Scanner/Reader
- Talking Money Identifier
- Test Tube Holders

- Touchless Faucets
- Typing / Keyboarding Aids
- Vacuum Pickup Tools
- Van Conversion
- Wheelchair Trays
- Writing Aids

## Reaching

- Adjustable Massage Tables
- Adjustable Workstations for Industrial Settings
- Adjustable Workstations for Office Settings
- Aerial Lifts
- Convex Mirrors
- Deburring Tools
- Ergonomic and Pneumatic Tools
- Ergonomic Assessments
- Ergonomic Equipment
- Folding Steps
- Height Adjustable Table Legs
- Independent Living Aids
- Large-Rated Small Step Ladders
- Lift Tables
- Long-Handled Mirrors
- Low Task Chair
- Mechanic's Seats and Creepers
- Periodic Rest Breaks
- Power Lift IV Stands
- Reachers
- Rolling Safety Ladders
- Stair Assists
- Step Stools
- Telescopic Handle Attachments



- Vacuum Pickup Tools
- Wheelchair Trays
- Work Platforms

#### Toileting/Grooming Issue

- Accessible Toilets and Toilet Seats
- Aide/Assistant/Attendant
- Flexible Schedule
- Grab Bars - Toilet Hinged Arm Support
- Grooming and Dressing Aids
- Independent Living Aids
- Modified Break Schedule
- Swing Away Grab Bars
- Telework, Work from Home, Working Remotely
- Toileting Aids
- Transfer Aids
- Transfer Sheets
- Worksite Redesign / Modified Workspace

#### **Work-Related Functions**

##### Parking

- Accessible Parking Space
- Flexible Schedule
- Telework, Work from Home, Working Remotely
- Wheelchairs

##### Safety Standards

- Additional Training Time / Training Refreshers
- Aerial Lifts
- Alerting Devices
- Body Protection
- Custom Shoes
- Cut and Puncture Resistant Gloves and Sleeves

- Designated Responders
- Ergonomic Assessments
- Ergonomic Equipment
- Escape Hoods
- Established Routes of Travel for Heavy Equipment/Vehicles
- Evacuation Devices
- Fall Protection
- Machine Guards and Shields
- Personal Safety and Fall Alert Devices
- Plan of Action
- Roadwork Assistance
- Rolling Safety Ladders
- Safety-Related Equipment for Little People
- Seat Belts & Seat Belt Extenders
- Steel Toe Shoes & Toe Guards
- Vehicle Rear Vision System
- Workplace Safety

#### Work Site Access

- Accessible Toilets and Toilet Seats
- Accessories for Scooters
- Adjustable Workstations for Industrial Settings
- Adjustable Workstations for Office Settings
- All-Terrain Scooters
- Anti-fatigue Matting
- Automatic Door Openers
- Boat Access
- Braille and/or ADA Signage
- Door Knob Grips and Handles
- Examination and Procedures Chair
- Flexible Schedule
- Head Support for Wheelchairs

- High Visibility Floor Tape and Paint
- Low Task Chair
- Portable Ramps
- Ramps
- Scooters
- Service Animal
- Smart Locks/Keyless Entry Locks
- Stair Assists
- Stair Tread/Textured Tape
- Support Animal
- Telework, Work from Home, Working Remotely
- Van Conversion
- Walkers
- Wearable Anti-fatigue Matting
- Wheelchair Accessible Scales
- Wheelchair Carts/Trailers
- Wheelchair Lifts
- Wheelchair Mounts
- Wheelchairs
- Worksite Redesign / Modified Workspace

#### Work Station Access

- Adjustable and Ergonomic School Desks and Equipment
- Adjustable Desk Top Workstations for Office Settings
- Adjustable Workstations for Industrial Settings
- Anti-fatigue Matting
- Articulating Keyboard Trays
- Assist Lift Cushions
- Chair Mats
- Chairs for Little People
- Dual Monitors
- Elevating Lift and Office Chairs

- Ergonomic and Adjustable Office Chairs
- Ergonomic Equipment
- Expanded Keyboards
- Forearm Supports
- Forward Leaning Chairs
- Monitor Mirrors
- Monitor Risers
- Mousing Surfaces
- Stand-lean Stools
- Supine Workstations
- Work Platforms
- Zero Gravity (reclining) Chairs

## Situations and Solutions:

### **A little person interviewed for a cashier position at a retail store.**

The employer asked her to demonstrate how she would operate the cash register and ring out material goods. The applicant explained that with the use of a simple work platform she would be able to reach everything she needed in order to perform the job successfully.

### **After being offered the customer service representative position, the employee who was a little person requested modifications to their work-station.**

The employer provided him with a smaller chair and lowered their desk to make it more accessible for the employee.

### **A little person who taught at a local high school got assigned to different subject matters in the new school year.**

This would require her to move classrooms multiple times a day and the classrooms were spread over a sizable campus. The employee voiced her concern of traveling to her destination on time. The employer provided her with a small scooter which enabled her to get to the different classrooms quickly.

### **A machinist of short stature had trouble keeping his safety glasses on.**

The employer noticed and had concerns for his safety. The employer called JAN and was able to receive a vendor list of manufacturers for safety glasses that fit adults with smaller faces. This enabled the employee to continue working while maintaining safety.

### **A secretary who was a little person was having difficulty typing into the computer due to the keyboard size.**

Performance was suffering, so she made a request for reasonable accommodation. The employer ended up providing the employee with speech recognition software coupled with a miniature keyboard. The employee's performance improved and the employer retained a valued employee.

## 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](mailto:jan@askjan.org)  
<https://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](mailto:odep@dol.gov)  
<https://www.dol.gov/agencies/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.

### **Genetic and Rare Diseases Information Center (GARD)**

P.O. Box 8126  
Gaithersburg, MD 20898-8126  
Toll Free: (888) 205-2311  
Fax: (301) 251-4911  
<https://rarediseases.info.nih.gov/>

The Genetic and Rare Diseases (GARD) Information Center is a program of the National Center for Advancing Translational Sciences (NCATS) and funded by two parts of the National Institutes of Health (NIH): NCATS and the National Human Genome Research Institute (NHGRI). GARD provides the public with access to current, reliable, and easy to understand information about rare or genetic diseases in English or Spanish.

### **Human Growth Foundation**

997 Glencove Ave.  
Suite 5  
Glen Head, NY 11545  
Toll Free: (800) 451-6434  
Fax: (516) 671-4055  
<http://hgfound.org/>

The Human Growth Foundation is a voluntary, non-profit organization whose mission is to help children, and adults with disorders of growth and growth hormone through research, education, support, and advocacy. The Foundation is dedicated to helping medical science to better understand the process of growth. It is composed of concerned parents and friends of children and adults with growth problems, physicians, and other interested health professionals

### **Little People of America**

250 El Camino Real  
Suite 218  
Tustin, CA 92780  
Toll Free: (888) 572-2001  
Direct: (714) 368-3689  
Fax: (714) 368-3367  
[info@lpaonline.org](mailto:info@lpaonline.org)  
<http://www.lpaonline.org/>

Little People of America, Inc., is a national nonprofit organization that provides support and information to people of short stature and their families.

**MedlinePlus**

8600 Rockville Pike  
Bethesda, MD 20894  
[custserv@nlm.nih.gov](mailto:custserv@nlm.nih.gov)  
<https://medlineplus.gov>

MedlinePlus is the National Institutes of Health's Web site for patients and their families and friends. Produced by the National Library of Medicine, the world's largest medical library, it brings you information about diseases, conditions, and wellness issues in language you can understand. MedlinePlus offers reliable, up-to-date health information, anytime, anywhere, for free.

**National Center for Biotechnology Information**

8600 Rockville Pike  
Bethesda, MD 20894  
[pubmedcentral@ncbi.nlm.nih.gov](mailto:pubmedcentral@ncbi.nlm.nih.gov)  
<https://www.ncbi.nlm.nih.gov/>

The National Center for Biotechnology Information advances science and health by providing access to biomedical and genomic information.



This document was developed by the Job Accommodation Network (JAN), funded by a grant from the U.S. Department of Labor, Office of Disability Employment Policy (#OD-38028-22-75-4-54). The opinions expressed herein do not necessarily reflect the position or policy of the U.S. Department of Labor. Nor does mention of tradenames, commercial products, or organizations imply endorsement by the U.S. Department of Labor.