



## Civil Rights Directorate

### Coast Guard Mobility Program: Frequently Asked Questions

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#### ***Q: What is the Coast Guard Mobility Program?***

**A:** The Coast Guard Mobility Program is an assistive service that provides Coast Guard members, applicants and visitors with temporary mobility accommodations, such as motorized scooters and wheelchairs. Mobility accommodations are ideal for individuals recovering from surgery, illnesses, or injuries. These mobility accommodations allow individuals to return to work earlier than otherwise possible, and to move around Coast Guard facilities. This program is in support of the Coast Guard's reasonable accommodations policy.

#### ***Q: How do I request a (scooter/wheelchair) mobility accommodation?***

**A:** To request mobility accommodation, contact the Civil Rights Directorate for an application via email at [HQS-SMB-CRD-EMP@uscg.mil](mailto:HQS-SMB-CRD-EMP@uscg.mil). The application must be approved by a supervisor and submitted to [HQS-SMB-CRD-EMP@uscg.mil](mailto:HQS-SMB-CRD-EMP@uscg.mil) or delivered to a Civil Rights Directorate office located at 7-7AA23.

#### ***Q: How long will it take me to obtain a mobility accommodation?***

**A:** The CRD mobility coordinator will make all efforts to provide the accommodation as soon as possible within 24 hours. Mobility devices are subject to availability and are provided on a first-come first-served basis.

#### ***Q: How long can I use a mobility device?***

**A:** Mobility devices are intended for short-term usage. They are assigned up to 60 days, but extensions may be granted.

#### ***Q: Can someone else request a mobility accommodation on my behalf?***

**A:** Yes, a supervisor/management official may submit an application on behalf of an employee, applicant, or visitor. The requesting official can obtain the mobility device.

#### ***Q: Can I use a scooter to commute to and from work?***

**A:** Scooters are not permitted to leave Coast Guard facilities. They are temporary assistance accommodations for employees, applicants and visitors with mobility restrictions while on Coast Guard facilities.

#### ***Q: What if I need a scooter for long-term use?***

**A:** Scooters requested through Coast Guard Mobility program are for short-term usage. If you require a scooter long-term or another mobility device to move around Coast

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### Coast Guard Mobility Program: Frequently Asked Questions (Cont.)

Guard facilities, consider requesting a scooter through the Coast Guard reasonable accommodation procedures. *See Commandant Instruction M5350.4 series.*

#### ***Q: What is a Reasonable Accommodation?***

A: A reasonable accommodation is when an employer change or adjust the work environment for an individual with a disability to enable that person to participate in a job application process, to perform the essential functions of a job, or to enjoy the benefits and privileges of employment equal to those without disabilities.

Reasonable accommodations may include, but not limited to: acquiring or modifying equipment or devices, job restructuring, modified work schedules, reassignments to vacant positions, adjusting or modifying examinations, training, and providing scooters or wheelchairs. While the Coast Guard Mobility Program serves as an accommodation, it is for temporary usage. Requests for long-term accommodations should be made through the Coast Guard reasonable accommodation procedures.