

SIGNAGE & WAYFINDING	Y	N	N/A	COMMENTS
Signage in a clearly visible location?	✓			
Highly visible w/large, thick lettering <22pt font?		✗		
Non-glare finish?		✗		
Letters & background high contrast?		✗		
Braile?		✗		
Tactile?		✗		
Good height (5' above floor to centre-line of sign)?	✓			
Can a person approach within 36" of sign without standing within door swing?	✓			
Room signage on latch side of door (nearest handle when door is closed)?	✓			
Plan of building at entrances?		✗		
Directional signage large & consistent (colour, height, placement)?		✗		
Well-lit at night?	✓			
Are warning signs used if strobe lighting, smoke or explosive sounds are used in the venue?		✗		

LIGHTING	Y	N	N/A	COMMENTS
Is lighting even throughout the venue?	✓			
Are there well-lit areas for people who use sign language to lip read and/sign?	✓			
Are any hazards well-lit?	✓			
fluorescent or incandescent lighting? Describe				both

PARKING	Y	N	N/A	COMMENTS
Access parking within 200 feet of the building?		✗		parking @ law courts = \$4/5 per day
Well-signposted (upright & ground signage)?			✗	
Signage regarding the misuse of the spaces?			✗	
Are the spaces on level ground?			✗	
Is there a slip resistant surface?			✗	
Extra space designated to allow access to & from car (12' wide; 26' high)?			✗	
Allow easy & barrier-free access to closest entrance?			✗	
Can the user avoid passing through traffic & behind parked cars?			✗	

EXTERIOR ACCESS	Y	N	N/A	COMMENTS
Outdoor paths in good condition (no roots, cracks, holes)?	✓			
Marked w/paint to indicate wheelchair accessible paths?			✗	
Outline path edges with high contrast paint?			✗	
Grate slots not parallel to traffic flow?			✗	
Grate slots no more than ½" wide?			✗	
Sidewalks, ramps & paths 36" wide?	✓			
5' level landing at top & bottom of ramps & at directional changes?			✗	
Temporary ramps meet standard ramp requirements & securely anchored?			✗	
Drop-off near accessible entrance?	✓			
Bus stop near accessible entrance? How near?	✓			
Bus accessible?	✓			#7,10,16,17,4,50,2,22,32,44,c21;n6/9/10/22
Walkways well-lit at night?	✓			
Slip-resistant surface?	✓	✗		sidewalk then some tiling

DOORS	Y	N	N/A	COMMENTS
Is there a wheelchair accessible entrance?	✓			
Directions to the accessible entrances & descriptions of what that allows access to?		✗		
Minimum door clearance of at least 32"?				some bathroom doors @ 29 1/2
Operable by a single effort (no more than 8.5 lbs pressure for push or pull)?		✗		
Are doors automatic?		✗		
Do automatic doors work?			✗	
Thresholds flush with floor, or nearly so (>½")?	✓			
Doormats stationary, flat or recessed (> ½" high)?	✓			
Wing handles, not knobs?	✓			
3 second closing delay?	✓	✗		some doors are not self-closing
Peephole or windows in doors reachable (> 5 high')?	✓			
Locks no higher than 5'?	✓			

ELEVATORS/LIFTS			
Lifts differ from elevators because they are smaller & have no room for manoeuvrability			
Do you have a lift?		X	
Do you have an elevator?	✓		
Elevator size at least 5' X 5'?	✓		
Threshold no greater than ½"?	✓		
Doors open 36" wide?	✓		42"
Elevator & call buttons at a reasonable height (35" - 54" above floor)?	✓		3.5'
No obstructions in front of call buttons or elevator buttons?	✓		
Elevator & call buttons tactile?	✓		
Elevator & call buttons brailed?		X	
Tactile?		X	
Braille to left of call buttons?			X
Tactile floor identification numbers at each elevator door (height of 54")?	✓		
Braille floor identification numbers at each elevator door (height of 54")?		X	
Audible signals when elevator call is answered?	✓		
Audible signals for direction?		X	
Handrails on three sides?		X	back side only
Handrails mounted 36" above floor?	✓		
Does it require a key?		X	
Closing delay (3 seconds or more)?	✓		
Electronic re-opening activators?	✓		

STAIRS & STEPS	Y	N	N/A	COMMENTS
Is there a ramp nearby?			X	
Do the stairs have a non-slip surface?			X	
Tactile warning strips on stair edges?			X	
Good lighting?			X	
Continuous handrails?			X	
Contrast lines on steps (top/bottom yellow, rest white)?			X	
Closed risers?			X	
Maximum step height 7" & uniform?			X	
Handrails extend 12" past top riser & bottom tread?			X	
Handrails 1 ¼" to 1 ½" in diameter & easy to grasp?			X	
Handrails in contrasting colour?			X	
Tread size is at least 11"?			X	
Suspended stairs provided with sufficient warning devices (planters or railings)?			X	

RAMPS	Y	N	X	COMMENTS
Marked by access sign?			X	
Gradient of 1:12? Note: No more than 1 foot of climb for 12 feet of ramp)			X	
Interior ramp minimum width 36"?			X	
Textured, non-slip surface?			X	
Detectable warning surface?			X	
Continuous & sturdy handrails?			X	
Handrails 36" above ramp?			X	
Handrails extend 12" beyond top & bottom of ramp?			X	
Rest areas at less than 30' intervals?			X	
Well-lit?			X	

HALLWAYS & FLOORS	Y	N	N/A	COMMENTS
Fire doors have magnetic hold-opens?		X		
Clear of obstacles?	✓			
Door edges painted contrasted colour as warning if door is slightly open?	✓			
Carpet tightly woven, non-static, level loop with direct glue-down?	✓			
All floors non-glare?		X		hardwood laminate in rooms
All floors non-slip?	✓			carpeted hallways, hardwood laminate
Floor surface easy for person in wheelchair to move over?	✓			
Hallway obstructions not be detected by a cane (48" into passageway & 27" above the floor)?	✓			

ACCESSIBLE ROUTE THROUGH VENUE	Y	N	N/A	COMMENTS
Is there an at least 4'wide accessible corridor through the venue from the accessible entrance to the	✓			
How is it marked and/or monitored? (tape? rope? attendant? etc)		✗		

ASSISTIVE LISTENING DEVICES	Y	N	N/A	COMMENTS
Audio Test - PA system (feedback; electrical interference or hum)?		✗		
Can speaker be easily heard from any place in room?	✓			
Acoustics check - Clap, is there an echo? Dead spots?		✗		
For acoustics - carpeting, padded tiles, upholstered seats?	✓	✗		
Adjust-able microphones available?	✓			
Low noise machines (Overhead fans are loud; turn off when not using)?	✓			
Infra-Red system?			✗	
FM system?			✗	
Minimal internal noise (Noisy heating/ cooling system)?	✓			
Limited number of angles/ walls/ pillars to reduce sound bouncing?	✓			
Are there signs to indicate availability of the system and where it's located?		✗		

PUBLIC TELEPHONE	Y	✗	N/A	COMMENTS
Clear path width of 30"?			✗	
Located in a low ambient noise level area?			✗	
At least one accessible one in any bank of phones?			✗	
Handset & coin receiver within 48" of the floor?			✗	
Dial & coin slot 36"-48" from floor?			✗	
Cord minimum 29" long?			✗	
Phone directories kept at accessible level?			✗	
TTY?			✗	
Shelf provided for TTY?			✗	
If TTY is provided, do staff know how to operate it?			✗	
Do the phones have volume controls?			✗	

WATER FOUNTAIN	Y	N	N/A	COMMENTS
Provided at varying heights?		✗		34"
Recessed so as not to cause obstruction?	✓			
Easy to operate?	✓			push button

EMERGENCY SYSTEM	Y	N	N/A	COMMENTS
Emergency evacuation plan posted?		X		
Does it fit requirements for accessible signage?			X	
Audible alarm signals?	✓			
Visible alarm signals?		X		
Refuge area available, or accessible exit doors?	✓			
Fire alarms within reach (5' from floor)?	✓			60"
Emergency doors clearly marked?		X		
Crash (panic) bar on doors?		X		on all but door to elevator
Visual alarm flashes >5 flashes/second?		X		

SEATING	Y	N	N/A	COMMENTS
Is rest seating available in the venue?	✓			see pics
Armrests?	✓			
Is there a variety of seating options?	✓			
Are there seating options other than folding chairs?	✓			
Dimensions of seating options =				see below
Weight-bearing capacity of seating =				"
Not too low to the ground? Give measurements	✓			"
In what areas can people use wheelchairs?				all
Do wheelchair seating spaces allow people to sit with companions?	✓			
Does seating allow a guide dog to sit under a chair?	✓			
service counters (ticket booths, bars, cutlery/condiment stands etc) at a height that can be accessed?	✓			
Is seating secure (eg. no loose bolts)?	✓			

FOOD & BEVERAGE	Y	N	N/A	COMMENTS
Can people have food & beverages delivered if they can't access the bar/ carry it themselves?	✓			
Can people bring their own food & bev into the venue, if they require them?	✓			
Is free water available?	✓			

SCENT-FREE or SCENT-REDUCED POLICY?	Y	N	N/A	COMMENTS
Do you have a policy in place?		X		
What does it cover?			X	
In what formats do you provide info on the policy?			X	

SMOKING AREAS	Y	N	N/A	COMMENTS
Accessible for people using wheelchairs?	✓			outside

SHADE & SHELTER	Y	N	N/A	COMMENTS
If these areas are provided, is this accessible to people using wheelchairs?	✓			outside covered area

WHEELCHAIR HIRE	Y	N	N/A	COMMENTS
Can people hire or borrow a wheelchair at the venue?			✗	
If so, how is this arranged?			✗	
How many do you provide?			✗	

GUIDE DOGS	Y	N	N/A	COMMENTS
Is water available for guide dogs?	✓			from kitchen
Is there an area where a guide dog can be toileted?	✓			outside
Is there a quiet area where a guide dog can rest?	✓			one of the other rooms

STAFF AWARENESS	Y	N	N/A	COMMENTS
Have staff undertaken disability awareness training?			✗	won't be present, but have been good
Do staff have experience assisting patrons with a range of disabilities and/or specific needs?			✗	
Are staff available to provide assistance to patrons?			✗	
Do any staff members have sign language skills?			✗	
Is there a staff member with responsibility for access or for patrons with a disability? Who? Contact info?			✗	

COMMUNICATION	Y	N	N/A	COMMENTS
Is sign language interpretation provided?				as of this audit I am unsure if it's provided
How is it arranged? Who is the contact person? How far in advance must a request be made?				please advise
Is information about the venue & goods & services available in a range of formats?			✗	

PUBLIC WASHROOMS	1: INSIDE, LEFT SIDE	2: INSIDE, RIGHT SIDE	3: HALLWAY, "O+"	4: HALLWAY, "O->"
Signage to accessible washrooms?	✓	x	x	x
Washroom entrance at least 36" wide?	x	x	✓	✓
Can a person in a wheelchair easily close the toilet door?	✓	✓	✓	✓
Transfer easily to toilet?	x	x	✓	✓
Transfer on both sides?	x	x	right	left
At least one stall with good internal clearance (5'X 5')?	x	x	✓	✓
Compartment door swings outwards (clearance of 32")?	IN	IN	✓	✓
Does it have an inside door handle?	✓	✓	✓	✓
Grab-bars (1" from wall; max 48" from floor)?	x	x	✓	✓
On both sides? Which?	x	x	right	left
Are the toilet paper holders accessible?	✓	✓	✓	✓
How far from ground? How far from toilet?	32"	32"	26"	26"
What kind of flush mechanism? Lever? Centre button? E	Lever	Lever	Infrared Automatic	Infrared Automatic
How high is the toilet seat?	16"	16"	20"	20"
How high is the urinal?	NA	NA	NA	23"
Coat hook & inside shelf inside cubicle < 40" high?	60"	60"	52"	52"
Wall-mounted wash-basin, or space provided under sink for wheelchair clearance 30" w X 20" d X 28" h)?	✓	✓	✓	✓
Pipes wrapped to prevent burns?	NA	NA	✓	✓
Lowered mirror (39" from floor or tilted down)?	x	x	✓	✓
Lever-type faucets, not spring-loaded?	✓	✓	Infrared Automatic	Infrared Automatic
Towel dispensers at ~54" from floor?	ON COUNTER	✓	✓	✓
Is there a tampon/pad dispenser?	x	x	✓	x
Located at no more than 48" from floor?	NA	NA	39"	NA
Is there an audible alarm system?	✓	✓	✓	✓
Alarm button for people to use in an emergency?	x	x	x	x
Is the accessible stall marked as accessible?	NA	NA	x	x
Are the bathrooms marked as unisex? Specify:	women	men	women	men
Is it in a safe location (ie. not in an isolated spot)?	✓	✓	✓x	x
Next to a gender-specific restroom so that it serves as a de facto "men's" or "women's" restroom?	✓	✓	x	x
Does the door lock from the inside?	✓	✓	✓	✓
Do locks work securely?	✓	✓	✓	✓
Does the bathroom have a changing table?	x	x	x	x
specify location and height:	NA	NA	NA	NA
Sharps container/s?	x	x	x	x

AREAS OF INTEREST & RECOMMENDATIONS For Vancouver Trans Forum at Rhodes Wellness College July 2010

Signage & Wayfinding:

Ensure high contrast, large font directions to all w/c access spaces; gender neutral washroom and dilation room signage; they have a sandwich board available. i can provide signage if you would like. Please advise ASAP

Parking:

Some street parking; over at the law courts folks can park for \$4 or \$5 9am to 10pm

Exterior Access:

Buses within 200 ft: 7, 10, 16, 17, 4, 50, N17/6/9/10; buses within 550 ft: 2,22,32,44,c21,n22

Consider providing some bus info for folks

Do not hold exterior downstairs door open or alarm will sound!

Doors:

The door into the elevator area is very heavy and hard to open and has a knob opener, which makes it harder. Have it held open with a wedge.

Stairs & Steps

There is a step-over into the balcony from two rooms, non-ramped, 7" high, don't know if you want to ramp it or not

Seating

Klippan couches: Seat depth: 21 1/4 ", Seat height: 16 7/8 "

Office chairs, with armrests, 18"w x 17"d x 18"h; heavy duty

Be conscientious when taking seats: if possible leave the couches for bigger folks and others who can't use the single chairs.

Scent-Free/Reduced policy

You may wish to ensure a more accessible space by requesting folks not wear colognes, etc; feel free to ask me for more detail. You need to get the word out ASAP so folks know what's expected.

I suggest purchasing some scent-free soap for the two w/c accessible washrooms (Sweet Cherubim has good stuff, about \$5/bottle)

Washrooms

The wheelchair accessible stalls are mirror images of each other, only allow transfer from one side, and are located in opposite hallways

i can provide signage if you like, please advise asap

Communication

Please advise ASAP if sign language interpretation is being provided.

Who is the go-to person for accessibility issues/questions/concerns/etc before & during the forum?