



Evaluating Site Accessibility

Guest Rooms

- How many guest rooms have been adapted for guests with disabilities?
- Does the hotel have a space on its registration form where those with disabilities can cite their needs?
- Are guest rooms identified in Braille?
- Are room keys easy to handle?
- Do guest rooms and bathrooms allow sufficient turning space for a wheelchair to move about?
- Are grab bars of sufficient length mounted by the toilet and in the tub or shower?
- Are shower benches or chairs available for use?
- Is a telephone accessible from the bed?
- Are amplified phones and/or TDDs available for use in guest rooms?
- Is a visual alert system available in guest rooms?
- Are room controls (for lighting, temperature, etc.) within reach of wheelchair users?

Notes

Meeting Rooms

- Are temporary ramps available for use with raised podiums or head tables?
- Are microphones flexible and easily adjusted?
- Is the lighting non-glare, non-reflecting and nonblinking (note: bright or blinking lights can trigger a seizure in those with epilepsy)?
- Are wireless listening devices available through the hotel A/V department?

Restaurants/Lounges

- Does the restaurant have menus in Braille and large print?
- Is the restaurant staff willing/able to make reasonable accommodations?
- Are all lounges accessible (including tables, aisles, game room and dance floor)?

Parking and Grounds

- Are parking spaces for persons with disabilities identified with international access symbol?
- How many accessible parking spaces are there?
- Are reserved spaces near entrances?
- Are grounds, walks and floor surfaces non-slip?
- Are curb cuts in place on all sidewalks?



Entrances, Corridors and Stairs

- Are entrances and other areas free from abrupt changes in surface level?
- Is at least one accessible route from the parking area to the facility entrance clearly marked?
- Are doors easy to open?
- Is an accessible door next to all revolving doors?
- Are there handrails on both sides of all stairs? Are curb cuts in place on all sidewalks?

Public Restrooms

- Are accessible rest rooms for each gender clearly marked with the international access symbol?
- Is there space in front of the sink for a wheelchair?
- Are there grab bars along the side and back of the toilet to ease wheelchair transfers?
- Is there sufficient room in the bathroom stall to allow adequate movement of a wheelchair?

Elevators

- Are any floors not accessible by elevator?
- Are buttons in halls and elevators low enough for wheelchair users? Do they have Braille floor designations?

Emergency Procedures

- Has the facility's staff received instruction on the needs of guests with disabilities, particularly in emergencies? Does the hotel have an emergency procedure manual that specifically addresses issues for guests with disabilities?
- Are emergency exit doors clearly marked?
- Are all audible alarms accompanied by visual signals?