# Cascadia College Student Accessibility Services logo

# Personal Care Attendant Accommodation

## Description:

Cascadia College recognizes certain students may require the aid of a Personal Care Attendant (PCA). PCAs support students who have been diagnosed with medical or chronic conditions, which impact their ability to perform essential living tasks. The types of tasks performed by a PCA vary depending on the student but can include the following:

* Monitoring medical conditions
* Transportation
* Physically navigating the campus
* Scribe
* Assistance in the classroom (turning pages and retrieving books)

## Student Responsibilities

* Students must contact Student Accessibility Services (SAS) and request a PCA as an accommodation. Adequate medical documentation from a qualified physician will be needed to support the accommodation request.
* Students are responsible for securing, training, supervising, and paying their PCA.
* Students are responsible for contacting their instructors and informing them about the role of the PCA in the classroom. Students should also introduce them to their instructor on the first day of class.
* Ensure that any PCA personnel changes are communicated to the SAS office.

## PCA Responsibilities:

* PCA’s are expected to follow all applicable college and departmental policies.
* PCA’s cannot attend classes unless the student with the accommodation is present.
* PCA’s should refrain from contacting with or asking questions, to faculty, staff, or students on behalf of the student unless communication is part of the service being provided.
* PCA’s are not allowed to be a scribe for a student on an examination in the classroom or the SAS Testing Center. If a scribe is needed, SAS will make arrangements to provide a scribe in one is needed.

## College’s Responsibilities:

* Allow the PCA full access to the campus and facilities when they are supporting the student with the accommodation.
* The College does not assume coordination of, financial responsibility for, or legal liability of PCAs.
* ***(Important Note):*** PCA’s are not active participants in the classroom and are their solely to support the student with the accommodation. PCA’s will not be asked to participate in classroom activities, projects, or discussions.

## Contact:

If there are any questions or concerns regarding this accommodation, please contact SAS at 425.352.8261 or by emailing [accessibility@cascadia.edu](mailto:accessibility@cascadia.edu).