



COMMON SENSE AND COMMON COURTESY

Many election inspectors have had little interaction with people with disabilities; here are a few courtesies and guidelines:

- ❖ State and federal law permits voters with disabilities to be accompanied and to receive assistance by another person in the voting booth.
- ❖ Remember that all voters deserve courteous attention in exercising their right as citizens to vote.
- ❖ Be considerate of the extra time it might take for a person with a disability or an elderly person to get things done.
- ❖ Give unhurried attention to a person who has difficulty speaking.
- ❖ Speak directly to the person who has a disability rather than just to a companion who may be accompanying him or her.
- ❖ Speak calmly, slowly, and directly to a person who is hard of hearing. Your facial expressions, gestures, and body movements help in understanding. Don't shout or speak in the person's ear. If full understanding is doubtful, try writing a note to the person.
- ❖ Pre-printed signs or a notepad should be available to assist communication with deaf or hard-of-hearing electors.
- ❖ Before pushing someone in a wheelchair, ask if you may do so and how you should proceed.
- ❖ Greet a person who is visually impaired by letting the person know who and where you are.
- ❖ Provide a guiding device such as a ruler or a signature guide for signing forms.
- ❖ When offering walking assistance, allow the person to take your arm and tell him or her if you are approaching steps or inclines or are turning right or left.
- ❖ Animals that assist people with disabilities must be admitted into all buildings. Such animals are highly trained and need no special care other than that provided by the owner.