

THE INTERACTIVE DIALOGUE

Equal Opportunity Office | bu.edu/eoo

Equal Opportunity Office (EOO) receives request for accommodation from employee, campus partner, or supervisor referral.

Did EOO receive supporting medical documentation from the employee's medical provider?

NO

If EOO does not receive information within 14-days, the request will be closed.

YES

EOO will review medical documentation and begin the interactive dialogue.

If the accommodation is no longer effective, needs to be extended, or the department can no longer provide the accommodations, the process will restart.

If a reasonable accommodation is appropriate, a signed agreement will be completed by EOO. The employee and supervisor will be asked to sign document.

EOO may meet with employee and supervisor separately to determine potential accommodations. Depending on the request, a meeting may not be necessary. If limitation is unclear, employee's medical provider may be asked to complete a supplementary questionnaire.