

Tenth Judicial Circuit Court Putnam County, Illinois

Notice of Accommodation Availability-EXHIBIT B.4

The following applies to the courts in the Putnam County Courthouse, 120 N. 4th St., Hennepin, IL 61327.

NEED ACCOMMODATION FOR A DISABILITY?

Hearing, Visual, and other assistance may be arranged.

Contact the Court Disability Coordinator, Cathy J. Oliveri, Putnam County Circuit Clerk, (815) 925-7016, pcilcircuitclerk@gmail.com

If you require accommodations, auxiliary aids, or other services in order to participate in Circuit Court activities, please make your request to the Court Disability Coordinator.

Requests shall be made in writing. Forms are provided for your use.

Copies of the following documents are available upon request and are available at the Circuit Clerk's office and on the 10th Judicial Circuit website:

- Policy on Access for Persons with Disabilities
- List of Disability Coordinators
- Notice of Accommodation Availability
- Request for Accommodations Form
- Grievance Form

Building Access and Accommodations

The buildings and facilities used by the courts are fully compliant with the Americans with Disabilities Act (ADA). The court will strive to maintain and to improve building access and accommodations. Public hours of access for the Putnam County Courthouse on court days are from 9:00 am from 4:00 pm.

Reserved Parking for Persons with Disabilities

There are designated reserved-for-persons-with-disabilities parking spaces located within easy access at the entrance to our facility.

Real-time Court Reporters for Persons with Hearing Impairments

Court Reporters capable of real-time captioning are available by prior arrangement in court cases involving persons with hearing impairments. Through this technology, the court reporter's symbols are fed into a computer which are then translated into the English language and appear on a computer screen to allow the person to read the testimony as it is being given in a court proceeding.

Sign Language Interpreters

Whenever a person with a hearing impairment is a party to any legal proceeding, serving as a juror, or called as a witness, the court in all instances appoints a qualified, nationally certified interpreter of sign language to interpret the proceedings. The interpreter shall be available through the actual trial and may accompany and communicate with such juror throughout any period during which the jury is sequestered or engaged in its deliberations.

Telecommunication Devices for Persons with Hearing/Speech Impairments

The Illinois Relay Center makes it possible for persons with hearing and/or speech impairments who are TTY phone customers to call persons or businesses without TTYs.

A person who uses a TTY types their conversation to a relay operator, who then reads aloud the typed conversation to the person at the other end of the line. The operator then types that person's spoken words and relays them to the TTY user. Illinois Relay is a free service, provided 24 hours a day, 7 days a week, 365 days a year. All calls are confidential.

English	
TTY Users	1-800-526-0844
Voice Users	1-800-526-0857
Voice Carryover	1-877-826-1130
Speech to Speech	1-877-526-6690
ASCII	1-877-526-6680
Telebraille	1-877-526-6670

Wheelchair Availability

Wheelchairs may be made available at the Putnam County Courthouse if a request is made to the CDC under the Circuit Court policy for persons with disabilities. Sheriff's security and/or Court bailiff will direct/assist persons to their location.

Service Animals

Sheriff's security and the courts will allow access to the courthouse of a person using a service animal. A service animal is a dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. If they meet this definition, animals are considered service animals under the ADA regardless of whether they have been licensed or certified by a state or local government.

General Medical Needs

The court and staff shall reasonably accommodate general medical needs. Persons using of the Putnam County Courthouse may alert the court and staff of any general medical needs such as a need for a regular dietary schedule, regular court breaks, and seating-types/arrangements.

Contacts and Links

The court is open to your suggestions to enhance your access to our facilities and services. Please email your comments and suggestions to the Putnam County Disability Coordinator, Cathy Oliveri: pcilcircuitclerk@gmail.com

Request for accommodations: <http://www.co.putnam.il.us/>

Office of the Illinois Attorney General Disability Rights Bureau:

<http://www.illinoisattorneygeneral.gov/>

Chicago

100 West Randolph Street
Chicago, Illinois 60601
1-312-814-5684
TTY: 1-800-964-3013

Springfield

500 South Second Street
Springfield, Illinois 62706
1-217-524-2660
TTY: 1-877-844-5461