Access Audits

Julie E. N. Irish, PhD

The Access Audit

Provides a snapshot of the accessibility of that environment on that particular day

Provides an overview of the existing accessibility of the environment to enable the client to plan and implement access improvements

Helps to avoid litigation! "Such a plan...could serve as evidence of a good faith effort to comply..." (Dept. of Justice)

Access Audits

- Conducted against pre-determined criteria
- Can use existing criteria/checklists
- Can supplement or create criteria based on client needs

Audit Information to Record 1

Dimensions	• Widths, lengths, heights • Gradients • Travel distances
Opening forces of doors	• Type of door
Lighting levels	• Sufficient for task • To aid lip readers
Sound levels	• Acoustic comfort

Audit Information to Record 2

Color	• Contrast • Pattern
Surfaces	• Friction • Glare • Changes in level
Navigation aids	• Internal signage • External signage
Provision of facilities	• E.g. bathrooms, drinking fountains, parking bays

Audit Information to Record 3

Transport	• Arrival at the site • Parking bays • Drop off zone
Means of escape	• For staff and visitors • Accessible egress routes • Refuges
Publicity material	• Publications • Website
Policies/ Procedures	• Staff disability awareness training • Maintenance of equipment • Assistive technology

Audit Information to Record 4

Vertical circulation

- Entrances
- Corridor widths
- Travel distance
- Door widths
- Hardware type

Horizontal circulation

- Stairs
- Handrails
- Ramps
- Elevators

Reception desks

- Wheelchair accessible
- Auxiliary aids available
- Staff attitudes

Access Audit Equipment

- Clipboard/notebook
- Steel tape measure } laser measure
- Measuring rod }
- Light meter
- Sound level meter
- Door pressure gauge/spring balance
- Gradient level
- Digital camera
- Color chart
- Access Audit Checklist

Light Meter

- Measured in lux/lumen
- Record time of readings and weather conditions as these can effect readings
- Follow recommendations

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Sound Level Meter

- Measured in decibels
- Record time of day and conditions, e.g. transition time in a school corridor

Door Pressure Gauge

- Measured in pounds or newtons
- Opening force 5lbs (22.2N) max.
- Does not apply to fire doors
- Door pressure gauge or spring balance
- Measured at leading edge of door

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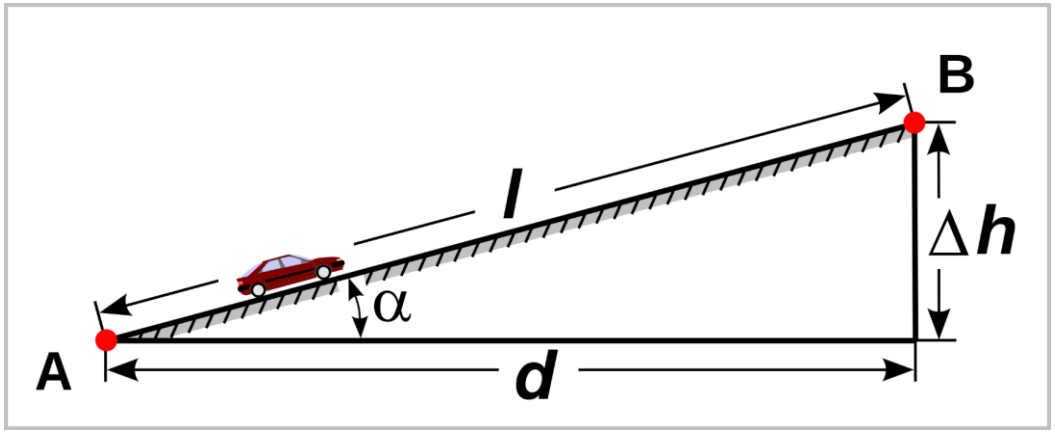
Top photo:https://www.pesola.com(c) Lower photo:https://dkhardware.com (c)



d = run
Δh = rise
l = slope length
α = angle of inclination

Gradient Level

- Ramps 1:12
- Existing ramp 1:8 – 1: 10, 3” max. rise
- Existing ramp 1:10 - 1:12, 6” max. rise
- Rise of ramp max. 30”
- Calculated with formula divide rise (Δh) by the run of ramp (d), ie the horizontal distance
- Use an online calculator https://www.ezaccess.com/tools/incline-calculator

Light Reflectance Value

- Good color contrast between surfaces
- LRV code can be found on the back of paint swatches
- 70% LRV contrast recommended for signage
- LRV Formula for Contrast = [(B1-B2)/B1] x 100 percent
- Where B1 = light reflectance value (LRV) of the lighter surface, B2 = light reflectance value (LRV) of the darker surface.
- Try ASI calculator https://asisignage.com/doc-resource/lrv-calculator/

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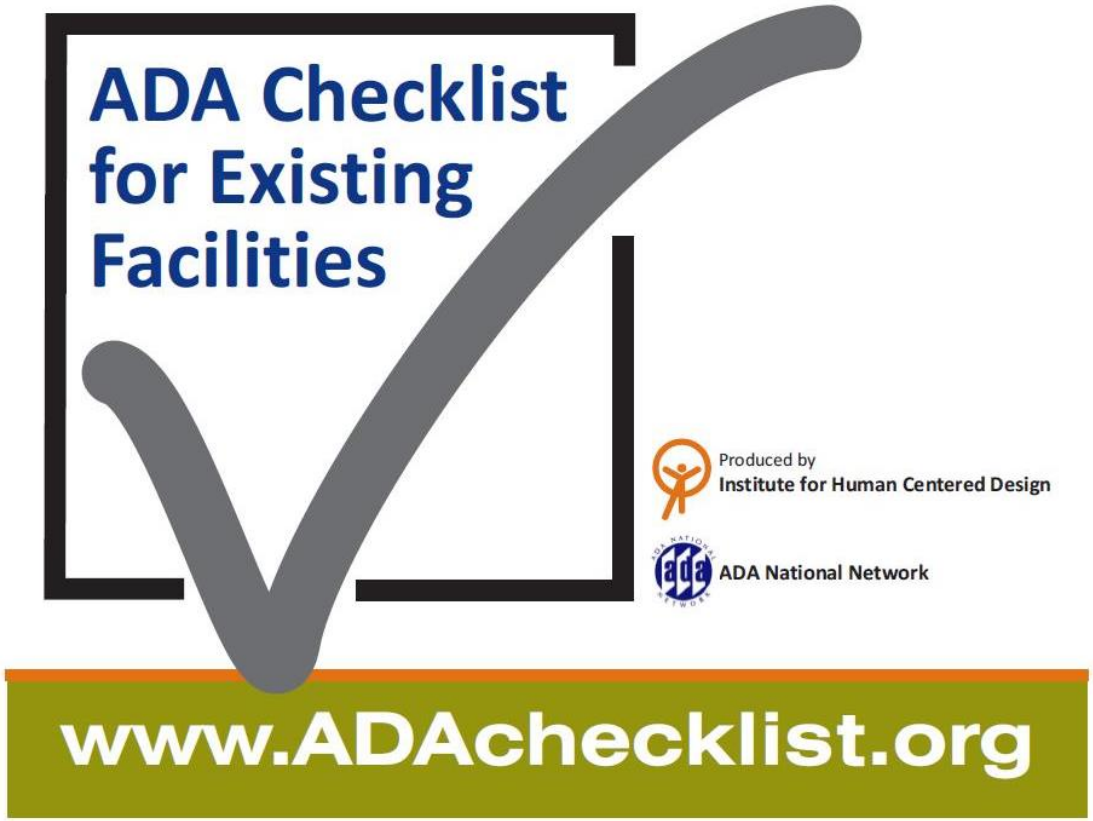
Photographic evidence

- Make a note of photo numbers!
- Cross reference with room numbers
- Cross reference with your report

Photo: Author



Access Audit Checklist

Examples:

- ADA National Network *Approach & Entrance*
- ADA National Network *Access to Goods & Services*
- ADA National Network *Toilet Rooms*
- ADA National Network *Additional Access*
- Mobility Management *Is your home accessible?*
- https://www.ada.gov/hsurvey.htm *ADA Checklist for New Lodging Facilities*

Access Audit Criteria

2010 ADA Standards for Accessible Design
https://www.ada.gov/regs2010/2010ADAStandards/2010ADAStandards.pdf

Advisory notes in ADA Standards for Accessible Design 2010

State and local building codes which are a higher standard than ADASAD

Additional Recommendations in Access for Everyone (Osterberg)
https://www.fpm.iastate.edu/accessforeveryone/pdf/afe_2010_third_edition.pdf

The Colour, Light & Contrast Manual (Bright & Cook, 2010)

Additional Assessment Methods

In addition to building measurement:

- Observation
- Attitudes of staff
- Delivery of services: equal access
- Interview (how do people with disabilities access the space)

Method

- Obtain a building plan where possible
- Arrange access times
- View the overall site
- Begin a sequential journey
- Take notes/photographs as you proceed through the checklist
- Make diagrams/sketches as necessary
- Mark up plans as you go through the building
- Write down design solutions to problems as you go through

Record

Good and bad elements that you saw

Think beyond the checklist criteria as to how someone with a disability might use the building

Transform the information into the Access Audit Report

Access Audit Report

- Highlight good and bad points for the client
- Make suggestions/recommendations not demands
- Suggest some “quick wins”
- Use inclusive language
- Include management issues
- Include a cost analysis
- Include a programme of priorities

Access Audit Report Format

- Front cover
- Contents page
- Introduction/scope/building type
- Limitations
- Abbreviations/References
- Main Report — images/design criteria/findings/ recommendations/ prioritization/cost banding
- Executive Summary
- Appendices (plans)

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Access Audit Report: Narrative Format

4.0 Accessible Parking

The car parking spaces are of appropriate size with cross hatching to the sides. Cross hatching should be added to the rear for anyone requiring boot access. There is an existing disabled parking sign but it is too low and would be hidden behind a parked car so needs to be raised.

The parking bays also need better management. During the audit a campus vehicle was observed parked in one of the bays for several hours (Fig 6).

Fig 6

Photo: Author

Access Audit Report: Tabular Format

REF.	ITEM	IMPROVEMENTS	CODE	PRIORITY
4.0	**Accessible Parking**			
4.1	No cross hatching to rear of bays	Provide crosshatching to rear of bays in accordance with Part M	B	i
4.2	Existing disabled parking sign is too low and would be hidden behind a parked vehicle	Raise disabled parking sign	B	i
4.3	Accessible parking bays are being misused by campus staff	Ensure management procedures are put in place to stop campus staff (and others) misusing disabled car parking days	M	0

Source: Author

Limitations

Limitations of the Report

- The audit concentrated purely on the accessibility for guests and users of the hotel under the Part III duties of the Disability Discrimination Act 1995 (DDA) and did not consider the accessibility for staff and employees under the Part II duties of the Disability Discrimination Act 1995.

- In addition, the report was only concerned with the hotel's duties under the DDA. There is other legislation that might also have been applicable, such as Health & Safety legislation or Occupier's Liability legislation, but this was not considered within the remit.

Source: Author

Recommendations

- Can suggest a number of potential solutions for the client
- Can include a list of priorities to help clients focus their resources
- Can include approximate costs to guide the client

Prioritization

A – work that is required immediately as a severe barrier to accessibility or a

potential health and safety hazard

B – work that should be carried out as soon as possible to improve accessibility;

nil cost items

C – longer term items that should be scheduled during planned maintenance or refurbishment

D – when a need arises, eg when a disabled member of staff is employed

E – work outside the client's authority which should be brought to the attention of the relevant bodies

M - Management issue

Cost Bands

- 0 – nil
- i – under $500
- ii - $500 - $5,000
- iii - $5,000 - $10,000
- iv - $10,000+
- DOCC – depending on client choice

Access Plan Review

Similar to an access audit but using criteria to check the plan of a proposed new build or building alteration

Aim to prevent issues before they are built

Could make suggestions beyond the ADA at this stage

Questions?

Julie E. N. Irish, PhD
Assistant Professor
Interior Design
Iowa State University