

## HOW TO FIND A CASp

To find a CASp, go to DSA's website at [www.dgs.ca.gov/casp](http://www.dgs.ca.gov/casp) and click on the List of Certified Access Specialists link. CASp listed with a "Yes" in the "Do Inspections" column are available for hire.

## WHAT TO REMEMBER AFTER THE INSPECTION

### 1. KEEP THE CASp INSPECTION REPORT IN YOUR FILES.

The report is confidential and should only be shared under the direction of legal counsel, or unless otherwise required by law. You may, however, share this report with the construction professionals you hire to achieve compliance.

### 2. ADHERE TO YOUR SCHEDULE OF IMPROVEMENTS.

This is important in that it demonstrates your intent to follow the law and be in compliance.

### 3. MAINTAIN THE ACCESSIBLE FEATURES OF YOUR FACILITY.

Establish a plan to stay in compliance. Ask your CASp which construction-related accessibility standards require periodic maintenance, and establish a policy to check maintenance items regularly. Review operational policies that may intermittently affect compliance, and establish procedures to ensure access is provided. Inform your employees about maintenance and operational policies that affect access to your facility.

### 4. YOUR LEGAL BENEFITS DO NOT "EXPIRE."

Once your facility has been inspected by a CASp, there is no reason for a repeat inspection unless you make improvements or alterations to your facility. If you do make improvements to your facility that require a permit, ask the local building department to have your final inspection performed by their CASp on staff so that your legal benefits for the inspected area remain intact.



## HIRING A CASp

*For Business and Property Owners To  
Ensure Their Facilities are Accessible to  
Individuals With Disabilities*

[www.dgs.ca.gov/casp](http://www.dgs.ca.gov/casp)

# HIRE A CERTIFIED ACCESS SPECIALIST TO HELP DETERMINE YOUR FACILITY'S COMPLIANCE.

## WHAT TO KNOW ABOUT CASp INSPECTIONS

Certified Access Specialists (CASp) have been tested on their knowledge of state and federal accessibility standards. With a CASp inspection and report, in addition to learning your facility's accessibility status, you can receive legal benefits.

### LEGAL BENEFITS

- Request an early evaluation conference.
- Receive a 90-day stay of court proceedings.
- Reduce minimum statutory damages to \$1,000 from \$4,000, if you are found in violation of a construction-related accessibility requirement and correct the violation within 60 days.
- Additional benefits for qualified small businesses.

The facility inspected does not need to comply with all applicable construction-related accessibility standards in order for you to receive legal benefits – but the property must be inspected by a CASp before a claim is filed. Making progress on correcting violations according to your schedule of improvements will reduce or eliminate your liability.

## WHAT THE CASp WILL ASK YOU

1. Date of Construction: \_\_\_\_\_

2. Areas and Dates of Past Improvements/Renovations: \_\_\_\_\_

\_\_\_\_\_

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## WHAT YOU'LL RECEIVE FROM YOUR CASp

### WRITTEN AGREEMENT FOR SERVICES

To receive legal benefits, the agreement should state that the CASp will provide you an inspection and a report according to the Construction-Related Accessibility Standards Compliance Act (CRASCA) in Civil Code section 55.53.

### INSPECTION REPORT

This document will include a description of the areas inspected, the date of the inspection, and a determination of your status of compliance:

#### Meets Applicable Standards

A signed and dated inspection report stating that, in the opinion of the CASp, the inspected areas met construction-related accessibility requirements.

#### Inspected By a CASp

Notation of any areas needing correction and the correction needed is required. The CASp may work with you to establish a reasonable schedule of completion for each of the corrections.

### DISABILITY ACCESS INSPECTION CERTIFICATE

The disability access inspection certificate provided by the CASp can be displayed at the facility. We suggest posting a color copy and keeping the original in a safe location.

3. Areas Available to the Public (Customers):

Retail/Dining/Meeting Space

Parking Lot

Restroom(s)

Other: \_\_\_\_\_

*If you are unsure of the answers, your CASp may be able to perform the research, or give you guidance on finding the information.*