

# **Locating, Recruiting and Hiring The Disabled**

**by Rami Rabby**

*Includes over 500 sources  
of information covering  
referral agencies, media lists  
and other points of contact*

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# LOCATING, RECRUITING AND HIRING THE DISABLED

by  
**Rami Rabby**



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## CONTENTS

	Page
Why This Book Was Written. . . . .	7
Changing Perspectives. . . . .	9
The Need For Broader Outreach Efforts. . . . .	12
Strategies With An Immediate Payoff. . . . .	14
Strategies With A Long-Term Payoff. . . . .	21
Conclusion. . . . .	28
Appendix I—A Representative Listing of Magazines and Newsletters Directed at The Disabled Community and The Rehabilitation Profession . . . .	29
Appendix II—State Employment Security (Employment Service) Agencies. . . . .	41
Appendix III—Regional Offices of the Veterans Administration, Each With A Vocational Counseling and Rehabilitation Unit. . . . .	45
Appendix IV—State Governors' Committees On The Handicapped. . . . .	48
Appendix V—A Representative Listing of Job Banks, Private Sector Training and/or Placement Projects and Employment Programs Sponsored by Organizations Outside the Traditional Rehabilitation System. . . . .	52
Appendix VI—A Representative Listing of Organizations Which Publish Directories and Reference Works, Sponsor Information Clearing Houses and Generally Serve As Central Sources of Information and Referral in the Areas of Disability and Rehabilitation. . . . .	55

## **WHY THIS BOOK WAS WRITTEN**

Personnel administrators have learned from experience that two specific activities contribute most to the success of any affirmative action program for women or minorities. These are awareness training of management and employees, and effective outreach into the community for recruitment of qualified candidates.

Since the publication of the regulations to Sections 501, 503 and 504 of the Rehabilitation Act of 1973, as amended, and Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, experience indicates that these are also the two factors which are essential for any effective affirmative action program for the handicapped. Unfortunately, industry has not yet applied the initiative, perceptivity and resourcefulness it has utilized in its affirmative action recruitment of women and minorities to the process of recruiting the qualified disabled.

This book examines the reasons for the current shortage in the supply of qualified disabled candidates and offers innovative approaches to locating, recruiting and hiring people with disabilities.

## *Chapter One*

### *Changing Perspectives*

Once the regulations to Sections 501, 503 and 504 of the Rehabilitation Act and Section 402 of the Vietnam Era Veterans Readjustment Assistance Act were published, preconceived stereotypes of the disabled had to be changed. No longer were they to be viewed strictly as beggar-types or pitiful television images. Many personnel administrators and affirmative action managers began to seek outside assistance to expedite their compliance efforts.

They turned, for the most part, to consultants and business education organizations for data regarding the new laws and regulations, capabilities of the disabled and the need for reasonable accommodation. Seminars, workshops and conferences were developed to provide **this** information.

Prior to 1973, first hand knowledge of the disabled population was generally limited, so when the law came into effect it was natural to turn for recruitment assistance to the resource which was most familiar, **the** local rehabilitation and training center.

The belief was that this type of agency would, single-handedly, be able to supply qualified disabled candidates. It was a surprise to learn that most of these institutions tended to specialize only in training individuals with one specific disability. Many of them trained people for only one or two skill categories or occupations. Very few turned out more than 100 genuinely job-ready graduates a year. The large majority graduated only a handful of students. Estimates of the disabled population in the U.S. were given at tens of millions. How can this discrepancy between popular estimates of the size of the disabled population and the perceived shortage of qualified disabled candidates be explained?

### **REEVALUATING THE STATISTICS**

Reliable statistics regarding the precise character and scope of the disabled population in the U.S. are impossible to obtain. Figures ranging

from 8 million to as high as 50 million are commonly quoted, with the figure of approximately 36 million being the most widely cited. In order to develop realistic compliance plans, it must be recognized that all these figures are comprehensive in nature. If we really zero in on the employable disabled population that is ready, willing and able to be recruited, these figures must be pared drastically.

All older people beyond retirement age and all children not yet ready to enter the labor market should be removed from these statistics. Constantly improving medical care and ever-increasing life expectancy have resulted in a large majority of the disabled population falling into the retirement age bracket.

Then, there is a group of individuals in their late 40s, 50s and early 60s who became disabled at the peak of their career progression, and lack either the motivation or the ability to effectively complete the rehabilitation process so necessary for a successful return to the labor market.

There is also a group of individuals, now in their 40s or 50s, who became disabled at a time when prejudice and discrimination on the basis of disability were unchecked by legislative and regulatory constraints. Rehabilitation was not as effective then as it is today, and employment opportunities were fewer. These individuals were discouraged from entering the labor market and became accustomed to a life of unemployment. They are not likely to embark on a career at this stage in their lives.

The disincentives to work that are built into our Social Security Disability Insurance and Supplemental Security Income programs have also resulted in a segment of the disabled population that is willing and able to work but is reluctant to enter the labor market, for fear of automatically losing financial benefits which are available under these programs.

There is also a category of the disabled who are currently employed but whose capabilities and potential are under-utilized and unrecognized. These people would like to seek more satisfying work, but are reluctant to face what they believe will be the misery and frustration of repeated interviews and rejections, and the prospect of possibly unsupportive supervisors and uncommunicative co-workers, on any future job.

Finally, perception of the supply of qualified disabled candidates as relatively small is enhanced by one misleading factor—the existence of a large number of individuals in the disabled population whose disabilities are either invisible or minimal and who refuse to identify themselves as disabled.

## SHORTFALL IN QUALITY

The supply problem also has a qualitative aspect to it. Not only are the numbers of disabled candidates small, but the training of those candidates that *are* available is, all too often, inadequate and inappropriate, given the occupational skills and talents that are in greatest demand in today's labor market.

This phenomenon is most clearly in evidence among disabled college students and university graduates. While corporate recruiters have, for years, been scouring the nation's campuses in search of graduates with business and finance, engineering and computer science majors, disabled students have either preferred or been counseled into sociology, psychology, guidance and counseling, rehabilitation teaching and a host of other social and human service oriented disciplines. While not disparaging the critical need for superior practitioners of the helping professions, industry's need for social workers, counselors and psychologists is minute relative to the need for business graduates, engineers and computer science majors.

In addition, inadequate and inappropriate rehabilitation training has, all too frequently, manifested itself in a tendency among many disabled candidates, to be technically proficient in a particular skill or occupation but to lack the personal style and interactive ability so crucial to success in initial selection and recruitment, as well as effective performance on the job.

## *Chapter Two*

# *The Need For Broader Outreach Efforts*

This quantitative and qualitative shortfall in the supply of disabled candidates has serious implications for personnel executives and affirmative action managers in planning outreach activities. Principal among these implications is a need to broaden these efforts beyond the relatively narrow supply channel offered by the rehabilitation system.

This is not to suggest discontinuing the relationship with the rehabilitation system. On the contrary, contacts with *effective* rehabilitation agencies should be intensified. Additionally, the sources and media relied upon for potential recruits should be substantially diversified.

Geographically, the search for qualified candidates, particularly at the college level and above, must be national in scope. In purely quantitative terms, such a step makes sense. New channels of communication must be opened to the vast segment of the disabled community of which the rehabilitation system, for one reason or another, is totally unaware.

Most candidates referred to industry by rehabilitation agencies are newly disabled and/or recently rehabilitated. Chances are they have not yet perfected the alternative techniques they have learned for normal functioning on the job, and if they are young and fresh out of high school or college, chances are their attitudes toward work are unsophisticated. They lack the work socialization that comes with summer jobs and other part-time or temporary work. These opportunities, usually denied to the disabled, are of great benefit to the non-disabled.

Within the broad spectrum of the disabled community there are literally thousands of people, employed and unemployed, who have either graduated from rehabilitation programs many years ago and are no longer in their "active" files, or who do not wish to have anything to do with what they regard as the bureaucratic atmosphere of so many rehabilitation agencies. Many of these people have accumulated years of work experience, and have developed, modified and tested alternative methods and techniques for performing specific job tasks and carrying

out assigned responsibilities. They constitute a potential goldmine for the affirmative action recruiter. The task is to devise innovative strategies for reaching this disabled resource.

## **TWO CATEGORIES OF OUTREACH**

Outreach strategies may be subdivided into two categories: 1) strategies designed to stimulate an immediate and purely quantitative increase in the flow of disabled candidates within the following 6 to 12-month period, and 2) strategies designed to result in a long-term improvement not only in the numbers of disabled candidates but also in the level and appropriateness of their technical and personal qualifications.



*Chapter Three*

*Strategies With An  
Immediate Payoff*

**COOPERATIVE RELATIONSHIPS WITH THE  
TRADITIONAL SOURCES OF DISABLED  
RECRUITMENT, NATIONWIDE**

Most agencies in one state have counterparts in every other state of the Union and they should all be aware of your interest in recruiting qualified disabled candidates: the State Vocational Rehabilitation Agency, State Commission or Bureau for the Blind and Visually Handicapped area office of the State Employment Service, regional or area office of the Veteran's Administration, Governor's Committee on the Handicapped, Mayor's Office for the Handicapped, and private rehabilitation agencies, centers and hospitals.

Establish working relationships with the more effective agencies among them by sending detailed descriptions of the positions in your organization for which you continuously need candidates. Make them aware of the standards of performance and personal qualities you expect from potential recruits, and ask them to inform you in advance of the actual date of availability, of *only those candidates who meet your stated standards*. Such a mutual understanding will minimize the mailing of unnecessary paperwork and maximize the value of any long-distance telephone interviews and travel expenses.

Doubts are occasionally expressed about the willingness of disabled candidates to relocate from one part of the country to another. These are unfounded. Disabled candidates are likely to be more willing to relocate than the non-disabled, since they often find it difficult to locate openings and willing employers in their home areas, and are driven to look for employment opportunities further afield.

Placing recruitment advertisements in newspapers and magazines is second nature to a professional recruiter. Targeting an ad to a specific segment of the population by placing it in a newspaper or magazine specifically directed at that readership is a cost-efficient advertising technique. What is generally not recognized, is that numerous newsletters, magazines, newspapers and other periodicals are published which cater exclusively to the needs and interests of the disabled community and segments within that community. Many of them would be pleased to run free recruitment advertisements for you. See Appendix I.

*Disabled USA*, for example, is the monthly magazine of the President's Committee on Employment of the Handicapped, 1111 Twentieth St., N.W., Room 636, Washington, D.C. 20036. It recently reported a circulation of approximately 35,000. Other magazines, such as the *Braille Monitor* (monthly publication of the National Federation of the Blind, 1800 Johnson St., Baltimore, MD 21230) and *The Deaf American* (monthly publication of the National Association of the Deaf, 814 Thayer Ave., Silver Spring, MD 20910), are obviously directed at more specific segments within the overall disabled population.

Since most of these periodicals are generally published only once a month, recruitment advertisements must be of a general nature, expressing an interest in recruiting qualified candidates for *all* jobs in your organization. Those jobs for which you have a recurring demand for candidates should be specifically mentioned.

The electronic communications media have recently adapted themselves, in two generally unpublicized ways, to the needs of disabled listeners and viewers. For the benefit of blind and other print-handicapped persons, there is a national network of over 100 so-called "radio information services." They broadcast newspaper and magazine readings and other programs exclusively for this population, either over the sub-carrier channels of local FM radio stations or over the main channels of AM and FM stations. Since the sub-carrier channel broadcasts are received only by radio sets designed specially for this purpose, the radio information services are free from copyright and other legal constraints which limit the type of material that may be broadcast over open-channel frequencies. In addition, since many of the sub-carrier services are on the air 16 hours and more daily, they provide you with an opportunity to broadcast help-wanted advertisements for very specific job vacancies which must be filled within a short period of time.

The advent of captioned television programs for the benefit of deaf

viewers has opened up a new opportunity for making direct contact with this disability group. At present, some 180 local affiliates of the Public Broadcasting Service are carrying the captioned version of the ABC Evening News. During the commercial breaks in these broadcasts, or immediately following the broadcasts, many of these stations air information bulletins of local interest to their deaf viewers. Investigate the possibility of including recruitment advertisements in these bulletins.

### **EXECUTIVE SEARCH FIRMS AND EMPLOYMENT AGENCIES**

In the past, disabled job candidates who mustered the courage to request assistance from executive search firms and employment agencies encountered, for the most part, a cold and discouraging reception. The reason for this treatment is twofold: first, misconceptions and myths regarding the capabilities of disabled people were as prevalent among employment counselors and executive recruiters as they were in the corporations which retained them. Second, since they sensed no demand from their client companies to screen and refer qualified disabled candidates, there was little incentive to do so.

Personnel executives are in a strong position to bring about a change in this regard. Notify the executive search firms and employment agencies you normally retain of your interest in recruiting qualified disabled candidates. This will have a snowballing effect. Not only will *they* begin to undertake their own outreach activities, but more and more disabled candidates will take the initiative and approach these firms and agencies for assistance. This development will help dispel commonly held myths: that the only recruitment source for disabled candidates is the specialized, segregated source offered by the rehabilitation system, and that disabled candidates referred from an outside source (even though they may be highly qualified) should come as a charitable contribution, without the fee normally charged by employment counselors and executive recruiters. Once executive search firms and employment agencies begin charging their client corporations for the recruitment of qualified disabled candidates, there will surely be no further doubt that the disabled have finally "arrived."

It is worth noting that *Management Woman*, a highly reputable, New York City-based executive search firm, has recently established a subsidiary entitled Handicapped Employment and Economic Development (HEED), for the purpose of supplying its corporate clients with qualified disabled candidates for a fee.

### **COLLEGE AND UNIVERSITY PLACEMENT DIRECTORS AND DISABLED STUDENT COORDINATORS**

The requirements of Section 504 of the 1973 Rehabilitation Act, prohibit discrimination on the basis of disability by recipients of Federal funds, and thereby affect most colleges and universities. This has brought about an increased enrollment of disabled students on the nation's campuses. Notify college and university authorities of your interest in recruiting their qualified disabled graduates. Make a special effort to interview disabled students as an integral part of your regular campus recruiting schedule.

Many of the larger colleges and universities have appointed disabled student coordinators who are responsible for the complete integration of the disabled student into the academic and social life of the institution. Many of these disabled student coordinators recently formed the Association on Handicapped Student Service Programs in Post-Secondary Education, Wayne State University, Educational Rehabilitation Services, 450 McKenzie Hall, Detroit, Michigan 48202. Ideally, you should make arrangements for interviews with disabled students through the placement office staff. However, since many college and university placement staffs have not yet become accustomed to handling disabled students as routinely as they handle other students, you may find that the disabled student coordinator can provide the information and assistance you need.

### **SPECIALIZED SERVICE ORGANIZATIONS AND TECHNOLOGICAL AID MANUFACTURERS**

The field of rehabilitation and employment of the disabled is increasingly characterized by a proliferation of highly specialized service organizations and manufacturers of technological aids and devices.

For example: Recording For The Blind, Inc., 215 E. 58th St., N. Y., N. Y. 10022, is a nationwide organization that records text books on cassette tape for the benefit of blind students and professionally employed persons. Micon Industries, 252 Oak St., Oakland, CA 94607, manufactures teletypewriter devices which enable totally deaf persons to communicate by telephone. Possum, Inc., 622 Foster Ave., Brooklyn, N. Y. 11218, produces highly sophisticated technological equipment which enables quadriplegics and other severely disabled individuals to function with a remarkable degree of independence.

Organizations which provide services and manufacture products designed to help disabled persons function competently and indepen-

dently, both on and off the job, generally maintain a record of the users of their services and products. These records constitute an untapped prime source of information about talented disabled individuals, many of them with work experience already in their backgrounds. Telesensory Systems Inc. (TSI), 3408 Hillview Ave., Palo Alto, CA 94304, manufacturer of the Optacon (the well known reading machine for the blind), publishes a quarterly newsletter with a circulation of approximately 20,000, whose readership includes not only Optacon users but trainers of future Optacon users. TSI has always been keenly interested in serving as a bridge between Optacon users and potentially willing employers. TSI staff will be happy to publicize your interest in recruiting qualified disabled persons, either privately in their contacts with Optacon users or publicly in the firm's newsletter.

## BY WORD OF MOUTH

"Word of mouth" has often been touted as an efficient and effective recruitment technique. This is particularly true regarding the disabled community where organizations of the disabled (as contrasted with agencies providing services for the disabled) abound. National conventions, local chapter meetings or public rallies take place every week and news travels fast.

Organizations may take the umbrella form, such as the American Coalition of Citizens with Disabilities, or they may limit themselves to one disability group, such as the National Association of the Deaf. They may also be structured around a very specific occupational category, such as the Special Interest Group on Computers and the Physically Handicapped. Disabled veterans have their own separate organizations, some of them restricting their membership to a particular disability group, such as the Paralyzed Veterans of America and the Blinded Veterans Association.

One visit to a national convention of the National Federation of the Blind will put you in touch with no less than 2,000 delegates from all fifty states and the District of Columbia, each of them plugged into an informal grapevine back home. You should take advantage of such opportunities if you wish to spread the word about your interest in recruiting qualified disabled candidates.

"Word of mouth" may be effectively used not only through the medium of self-help organizations of the disabled, but also through the medium of the burgeoning "Independent Living Movement." Ever since the establishment of the Center for Independent Living in Berkeley, California, in 1972, similar independent living centers, or projects, have proliferated in cities and communities throughout the

country. The independent living centers are usually controlled and administered by disabled persons themselves, and offer such services as residential attendant care, listing of accessible housing, recruitment and training of personal care assistants, transportation, wheelchair repair, independent living skills training, advocacy and information and referral. Since services of this kind are so critical to disabled people, independent living centers tend to become hubs around which substantial concentrations of citizens with disabilities may be found.

## MISCELLANEOUS STRATEGIES

Any comprehensive outreach effort includes making a number of other types of organizations aware of your interest in recruiting qualified disabled candidates.

Insurance companies are a valuable source of qualified disabled candidates. In an effort to minimize the cost of disability benefit payments, many insurance companies have either established their own rehabilitation departments or contracted with private rehabilitation consultants, who counsel disabled policy holders, develop appropriate jobs for them and guide them back into the labor market. Let both the insurance companies and the private rehabilitation consultants know of your interest.

In conjunction with the National Library Service for the Blind and Physically Handicapped of the Library of Congress, there is a national network of 56 regional and 103 sub-regional libraries for the blind and physically handicapped. As a group, this network probably has access to a greater number of disabled persons than any other category of organizations or agencies. Many of these regional and sub-regional libraries regularly mail newsletters to all their subscribers. They may be willing to place your recruitment advertisements in these publications.

One or two organizations for and of the disabled have recently established nation-wide job banks designed to serve as central clearing houses for job and candidate information. They serve as a contact between prospective recruits and would-be employers. For example, in December 1979, the U.S. Department of Labor signed a \$160,000 contract with the National Federation of the Blind for the establishment of Job Opportunities for the blind (JOB), a nationwide computerized job bank for the blind. Consider listing your job vacancies with various job banks, perhaps at the same time you list them with your state employment service, in accordance with the requirements of Section 402 of the Vietnam Era Veterans Re-adjustment Assistance Act of 1974.

In 1979, the Project on the Handicapped in Science of the American

Association for the Advancement of Science (AAAS) began urging the hundreds of professional associations and societies affiliated with the AAAS to become aware of their disabled members and begin providing them with job placement and other services, as they do their non-disabled members. If your company sends recruiters to the annual convention of a professional society, they should make a special effort to notify the convention organizers about your interest in interviewing disabled candidates.

Professional associations in the field of rehabilitation should be made especially aware of your interest in disabled outreach. The largest of these is the National Rehabilitation Association, 1522 "K" St., N.W., Room 1120, Washington, D.C. 20005, which publishes a newsletter, and holds conventions and meetings at the national, regional and local level.

Prior to the Blacks' Civil Rights Movement, photographs of black men and women rarely appeared in corporate promotional literature, annual reports and product advertising material. Prior to the Womens' Movement, women were rarely seen in top management photographs or college recruitment brochures. Today the world has changed for blacks and for women, and it has begun to change for the disabled. Yet, rarely, if ever, are disabled employees pictured in any company literature. They should be. Such pictures, without any reference to the disability of the employee or employees, would send potential disabled recruits an unspoken message. A message that speaks volumes about your company's attitudes toward its disabled employees, its receptivity to them, its willingness to integrate them into the mainstream of company affairs on a basis of genuine equality, and its ability to do so without highlighting their disability.

Finally, in all your recruitment advertising, remember to add H for "handicapped" to the equal employment opportunity legend, alongside M and F for "minorities" and "females." Some companies are already doing this, but many are not.

## *Chapter Four*

# *Strategies With A Long-Term Payoff*

### **COOPERATIVE EDUCATION, SUMMER EMPLOYMENT AND TRANSITIONAL EMPLOYMENT PROGRAMS**

Cooperative education, summer employment and transitional employment programs have traditionally been recognized as beneficial to both employer and employee. These programs provide the employer with an opportunity to evaluate the capabilities and attitudes toward work of the employee, under non-threatening circumstances, free from any possible apprehension that the employee may have to be dismissed if performance does not reach expected standards. These programs provide the employee with an opportunity to explore possible career options, and confirm or dispel any preconceived interest in a particular occupation, a particular organization, or a particular geographical location.

Unfortunately, most disabled youngsters have, in the past, been denied part-time or temporary employment opportunities. Yet, it is precisely in *their* case that such opportunities would serve a supremely valuable purpose. By actually supervising or working alongside the disabled employee during a one to two-week or two to three-month period, the employer would gain more knowledge and information about the capabilities and limitations of the disabled, than might be gained in any number of awareness training seminars and workshops. Such a period could be used to determine precisely where architectural barriers, if any, exist, which barriers must be removed and which barriers may be effectively circumvented; what technological aids, if any, must be purchased, and which party (the employer or the vocational rehabilitation agency) should purchase them. Solutions for any other technical problems that may arise can also be devised.

Gallaudet College, a liberal arts college for the deaf, in Washington, D.C., the National Technical Institute for the Deaf, in Rochester, New

York, and La Guardia Community College, in New York City, are among the pioneering institutions in the field of cooperative education for the disabled. The Human Resources Center, in Albertson, New York, the Institute of Rehabilitation Medicine, and ICD Rehabilitation and Research Center in New York City have, for many years, sought summer employment opportunities for their disabled trainees.

All these agencies and institutions plus others can testify to the fact that part-time or temporary employment prior to graduation from a college, university or rehabilitation program vastly increases the probability of future success and superior performance, in any subsequent full-time employment.

### **CAREER EDUCATION SEMINARS, BUSINESS CAREER FORUMS AND JOB-SEEKING SKILLS TRAINING PROGRAMS**

Historically, people with disabilities have been viewed in terms of their disabilities only. Consequently, they have for the most part, been channeled into a select number of stereotyped jobs determined to be "suitable for the handicapped." Examples are piano tuner or dictaphone typist for the blind, graphic designer or printing press operator for the deaf, and jeweler or watchmaker for wheelchair users.

In more recent years, as employer resistance to hiring of qualified disabled people has weakened, the range of occupational opportunities has broadened considerably. Career education and job-seeking training programs have not, as a rule, kept pace with more enlightened employer attitudes toward the disabled. As a result, there is usually an overabundance of disabled students pursuing studies in the liberal arts and preparing to enter the "helping" professions, while there is a woe-filled shortage of disabled students in business schools and in engineering and computer science programs.

Many rehabilitation counselors often do not possess even the most basic knowledge about the structure and operation of business organizations. They have little awareness of such concepts as staff, line, functional responsibility, profit center, etc. As a result, they often feel intimidated in their contacts with industry representatives. Although they may have a clear notion of what their objective is, they are often unable to steer an effective and successful course through the corporate maze.

There is a critical need, among many rehabilitation counselors and clients, for effective training in job-seeking skills. Too many counselors and clients still lack the persistence, imagination and resourcefulness

that are necessary to push their quest for a job offer beyond the personnel department and into the offices of those managers and supervisors who actually have the hiring authority.

You can, for example, sponsor business career forums for clients and counselors of rehabilitation agencies. These might include a description of typical organizational structures of different types of business organizations; discussion of the principal functions of procurement, production, marketing, sales, accounting, personnel, etc. An examination of alternative career paths through your particular organization, and presentations by successfully employed disabled individuals, who would serve as role models, could also be included. Citibank has sponsored such forums for undergraduate female and black liberal arts students, and they have proved extremely successful. There is no reason why such forums should not be equally effective with disabled students.

Consider conducting job-seeking skills programs at rehabilitation agencies on a regular basis. Such programs could include a description of the recruitment and selection process generally used in industry as well as your organization. Training in self-assessment, resume preparation, role playing of difficult interview situations, and an analysis of the ingredients that contribute to career-long success, namely, not only technical competence, but personal style, poise and interactive ability could be included. There is no doubt that improved career education programs and job-seeking skills training will bring more and better candidates in the future. It is the responsibility of personnel executives to bring about such an improvement.

### **SCHOLARSHIPS AND FELLOWSHIPS FOR DISABLED STUDENTS**

Effective career education for youngsters might well be supplemented by an additional incentive designed to encourage talented, disabled individuals to pursue academic disciplines and programs of particular value to your company. For example, if your organization makes a special effort to hire MBA graduates from leading colleges and universities, consider the possibility of establishing scholarships and fellowships specifically for disabled students at those business schools.

Such a program would clearly indicate to these schools that you would appreciate any special efforts they make to enroll disabled students in their MBA programs. It also demonstrates your interest to disabled students who may be contemplating a career choice but wondering what reception they will encounter from industry upon graduation; and it provides rehabilitation counselors with an opportunity to sponsor their clients at prestigious private schools, something which

their budget-conscious, tax-funded agencies do not normally permit them to do.

From a purely selfish point of view, by awarding scholarships to talented disabled students, you naturally strengthen your relationship with them, and enhance the likelihood that they would select your company as a permanent employer, upon graduation.

### **SPONSORING TECHNICAL SKILLS TRAINING PROGRAMS SPECIFICALLY FOR THE DISABLED**

In your efforts to stimulate a greater supply of technically and otherwise qualified disabled job candidates, you may wish to go beyond simply providing incentives and outside consulting assistance to rehabilitation agencies and their clients. If that is the case, consider the possibility of sponsoring or establishing your own skills training programs for disabled individuals.

Such an approach permits you to control the curriculum content of the training programs and enables you to design programs that are tailor made to suit your own occupational needs and organizational circumstances. You are freed from the expense of continually having to re-orient and retrain newly hired employees who may have gained their skills in other organizations and training programs not designed to your specifications and without your company's unique characteristics in mind.

Such an approach also makes eminently good sense from the viewpoint of the rehabilitation community. Most rehabilitation agencies are geared to the task of restoring maximum physical functioning to impaired limbs and muscles, guiding their clients toward positive and healthy attitudes about themselves, their disabilities and those around them, and training them in the alternative techniques of daily living, such as lip reading and sign language for the deaf, braille and cane travel for the blind, and efficient wheelchair use for paraplegics. They are *not* generally equipped to train their clients in a wide variety of technical skills, such as secretarial science, bookkeeping, computer operations, computer programming, technical drawing and the like. Some rehabilitation and training centers do offer one or more skills training programs of this kind and you should take advantage of these. However, industry-sponsored programs would bring you all the benefits that flow from custom design. In addition, they provide the disabled trainee with a choice of training programs, something which has been singularly lacking in the growth and development of most disabled people.

McGraw Hill has developed a secretarial and clerical skills training program for disabled persons, while Manufacturers Hanover Bank, in New York City, has established a training program for blind computer programmers, in conjunction with the Baruch College Computer Center for the Visually Impaired and the University of Manitoba.

### **CORPORATE CHARITABLE CONTRIBUTIONS**

The advent of legislation barring discrimination on the basis of disability, and mandating the establishment of affirmative action programs for the handicapped, has challenged many traditionally held preconceptions and prejudices about disabled people. More specifically, it has brought into question the rationale behind corporate charitable contributions in the United States.

The principal driving force behind most corporate contributions in the field of social and human services has always been a deeply felt sense of responsibility for "those less fortunate than we" and the uneasy feeling that "there but for the grace of God go I." The assumption has been that those human casualties we watch in telethons and in United Way promotional films are incapable of living happily and normally, earning a full-day's pay and contributing to the community around them.

Sections 501, 503 and 504 of the Rehabilitation Act and Section 402 of the Vietnam Era Veterans Readjustment Assistance Act, have philosophical underpinnings and bedrock rationale that are precisely the opposite. According to these statutes, disability is nothing more than a physical characteristic, just as being black was in the 60s and being female was in the 70s. A handicap is not built into the body of the disabled person, but rather resides in other people's ignorance and insensitivity. This in turn, is reflected in discriminatory company policies, demeaning personnel practices and inaccessible work locations. With proper training and opportunity, disabled people need be neither unfit nor unwhole. After all, if an employer is a disabled person, how can he or she be less fortunate or qualified than we are?

If there is a sincere and honest belief in the fundamental normality of disabled persons and in equal opportunity for the handicapped, common sense dictates that an affirmative action program be based on that belief. The corporate program of charitable giving should be coordinated with affirmative action and thereby eliminate any philosophical incompatibility that may have existed between them. The two programs should be administered in tandem, so the objectives and operation of the one reinforce and promote the other.

You might consider giving corporate contributions only to those rehabilitation agencies, centers and hospitals which have established

a record (or demonstrate a willingness and ability to do so in the future) of referring disabled candidates that are equipped with the technical and personal skills you need.

This type of leverage contributes, perhaps more than anything else, to the improvement of rehabilitation and training services, and ensures a continuing responsiveness, on the part of the rehabilitation system, to the needs of its customers. Such a policy injects new vitality and purposefulness into corporate charitable giving. The intangible and uncertain benefits to public image will give way to more substantive benefits in terms of more well qualified recruits.

## **SERVING ON THE BOARDS OF DIRECTORS OF REHABILITATION AGENCIES**

The boards of directors of rehabilitation and training agencies have, for the most part, been composed of affluent members of well established families, senior corporate executives and individual entrepreneurs with helpful connections in the community. Theoretically and legally, these boards are charged with the responsibility of policy making in their agencies. In practice, however, their principal role has been to develop funding sources and oversee their agencies' financial affairs. Matters of program planning, development and evaluation have usually been left in the hands of the agencies' executive directors and administrative and professional staffs.

The composition and role of these boards of directors may have some justification and validity if one regards rehabilitation agencies as little more than alms houses for the wretched and one-stop centers of self-absolution for the corporate elite. However, if you view rehabilitation agencies as potentially productive sources of highly qualified human assets destined for all levels and functional areas of your company, then your objective must surely be to exert some influence on the board concerning the rehabilitation and training programs of these agencies.

For example, if a corporation employs large numbers of computer operators, computer programmers, systems analysts and other data processing personnel, it would be beneficial if a senior data processing manager were to sit on the board of directors of the local rehabilitation agency. That manager would bring first-hand knowledge about the principal recruitment needs of the corporation and would inject into the agency's planning process perception of how future generations of computer hardware might affect the training programs developed by the agency. This would help focus the administration's continuing attention on the ultimate goal of any rehabilitation agency, namely, job development and appropriate employment for its clients. Similarly, if

the local rehabilitation agency happens to specialize in secretarial and clerical skills training, the same purposes would be served by having your corporate coordinator of secretarial and clerical training sit on the agency's board of directors.

It is the line manager, and not the personnel professional, who has the hiring authority. Therefore, line management, as well as personnel executives must become involved in the outreach effort. This kind of involvement will help dispel the personnel recruiter's often heard complaint: "I keep referring qualified disabled candidates to the line, but they simply don't want to hire them."

## **MAKE YOUR COMPANY'S PRODUCTS AND SERVICES ACCESSIBLE TO THE DISABLED**

Our role as producers and contributors to the gross national product is inseparably linked to our role as consumers of the goods and services provided by our economic system.

For disabled people, this relationship between production and consumption has a special significance. While many corporations have adopted a positive and enlightened attitude toward disabled people as potential recruits, they have so far failed to recognize the disabled as potential consumers of the goods and services they produce. A wheel-chair-using receptionist at the corporate headquarters of a supermarket chain may not shop in that chain's outlets, if the entrances and the aisles are not accessible. A deaf computer programmer employed by an airline may not fly with that airline, if he cannot call in his flight reservations on a TTY telephone. A blind bank officer may not maintain an account at the same bank, if it does not provide braille bank statements which help preserve the privacy of the officer's personal affairs.

It is not difficult to imagine why qualified disabled candidates would naturally be more attracted to work for companies whose products and services are readily accessible to them. AT&T and IBM are just two companies which have established a fine record in this regard. They have made a special effort to adapt their products for use by severely disabled people. Not surprisingly, they also employ a relatively large number of disabled people in a wide variety of occupations and at all levels of responsibility.

## Chapter Five

### Conclusion

Awareness training and effective outreach are the two critical factors in successful affirmative action programs for the handicapped. As management resistance to the hiring of disabled persons has weakened, it has become apparent that there is a shortage of qualified disabled candidates. If full advantage is to be made of management's growing receptivity, there must be an extension and broadening of outreach efforts, beyond what has already been accomplished. Innovative outreach activities are called for, in order to stimulate a greater flow of qualified candidates for the short and long term.

By no means is it recommended that personnel executives and affirmative action managers implement *all* the suggested strategies. Each activity may be appropriate to one corporation, but not to another. For example, companies which collaborate with colleges and universities, on a regular basis, in cooperative education programs might consider integrating disabled students into those same programs. Companies which have no previous experience with cooperative education may wish to turn to one of the other suggested strategies better suited to their overall business environment and philosophy of human resource management. Some of the strategies described may be implemented successfully with just a few extra hours of staff time and occasional over-the-shoulder assistance from an outside consultant. Others may require substantial time and effort in planning, development and ongoing administration.

Do not expect that once you implement one or more of these strategies a veritable flood of highly qualified disabled candidates will immediately beat a path to your employment office. A newly recognized minority which has always suffered the consequences and effects of second class status in our culture is now in the process not only of emerging in our consciousness but also of awakening to its *own* rights, responsibilities and opportunities. Although this may be a slow process initially, it carries with it the prospect of tremendous social and economic benefit. Welcome it with excitement and anticipation.

## APPENDIX I

### A REPRESENTATIVE LISTING OF MAGAZINES AND NEWSLETTERS DIRECTED AT THE DISABLED COMMUNITY AND THE REHABILITATION PROFESSION.

ACCENT ON LIVING MAGAZINE, (All disabilities), P.O. Box 700, Bloomington, IL 61701, 309-378-2961

ACCESS, National Endowment for the Arts, (Arts and Special Constituencies Project), 2401 "E" Street, N.W., Washington, DC 20506, 202-634-4284

ACCESS TO SCIENCE, Project on the Handicapped in Science, Office of Opportunities in Science, American Association for the Advancement of Science, 1776 Massachusetts Ave., N.W.—6th floor, Washington, DC 20036, 202-467-4497

ACHIEVEMENT: NATIONAL VOICE OF THE DISABLED, (All disabilities), 925 Northeast 122nd St., North Miami, FL 33161, 305-895-0153

ACTION, American Coalition of Citizens with Disabilities, 1200 15th St., N.W.—Suite 201, Washington, DC 20005, 202-785-4265

A.D.A.R.A. NEWSLETTER, American Deafness and Rehabilitation Association, 814 Thayer Ave., Silver Spring, MD 20910, 301-589-0880

THE A.D.H. NEWSLETTER, Academy of Dentistry for the Handicapped, 1726 Champa Street—Suite 422, Denver, CO 80202, 303-573-0264

ADOPTION REPORT, Child Welfare League of America, (North American Center on Adoption), 67 Irving Place, New York, NY 10003, 212-254-7410

ADVOCACY NOW, San Fernando Valley Community Mental Health Center, 6740 Kester Ave., Van Nuys, CA 91405, 213-988-8050

THE ADVOCATE, Advocates for the Handicapped, 2200 Merchandise Mart, Chicago, IL 60654, 312-822-0435

THE ADVOCATE, National Society for Autistic Children, 1234 Massachusetts Ave., N.W.—Suite 1017, Washington, DC 20005, 202-783-0125

AFFIRMATIVE ACTION REPORT ON EMPLOYMENT OF THE HANDICAPPED, Kemp and Young, 6405 Metcalf St., Overland Park, KS 66202, 913-677-1800

AIDS AND APPLIANCES REVIEW, Carroll Center for the Blind, 770 Centre St., Newton, MA 02158, 617-969-6200

ALERT, Association on Handicapped Student Service Programs in Post Secondary Education, c/o Cindy Cold, President, Educational Rehabilitation Services, 450 McKenzie Hall, Wayne State University, Detroit, MI 48202, 313-577-3362

ALL-O-GRAMS, Affiliated Leadership League of and for the Blind of America, 879 Park Ave., Baltimore, MD 21201, 301-752-4230

The ALMACAN, Association of Labor, Management, Administrators and Consultants on Alcoholism, 1800 North Kent St.—Suite 907, Arlington, VA 22209, 703-522-6272



**THE ALMANAC**, American Orthotic and Prosthetic Association, 1444 "N" St., N.W., Washington, DC 20005, 202-234-8400

**THE ALSOAN**, Amyotrophic Lateral Sclerosis Society of America, 15300 Ventura Blvd.—Suite 315, Sherman Oaks, CA 91403, 213-990-2151

**AMERICAN JOURNAL ON MENTAL DEFICIENCY**, American Association on Mental Deficiency, 5101 Wisconsin Ave., N.W., Washington, DC 20016, 202-685-5400

**AMERICAN JOURNAL OF OCCUPATIONAL THERAPY**, American Occupational Therapy Association, 6000 Executive Blvd.—Suite 200 Rockville, MD 20852, 301-770-2200

**AMERICAN JOURNAL OF PSYCHIATRY**, American Psychiatric Association, 1700 18th St., N.W., Washington, DC 20009, 202-797-4900

**AMERICAN LUNG ASSOCIATION BULLETIN**, American Lung Association, 1740 Broadway, New York, NY 10019, 212-245-8000

**AMERICAN REHABILITATION**, U.S. Department of Education, Rehabilitative Services, 330 "C" St., S.W., Room 3525, Washington, DC 20201 202-472-5292

**AMHCA JOURNAL**, Mental Health Counselors Association, 2 Skyline Pi.—Suite 400, 5203 Leesburg Pike, Falls Church, VA 22041, 703-820-4700

**AMICUS**, National Center for Law and the Handicapped, 211 West Washington St.—Suite 1900, South Bend, IN 46601, 219-288-4751

**THE AMP**, National Amputation Foundation, 12-45 150th St White-stone, NY 11357, 212-767-8400

**THE ARC**, National Association for Retarded Citizens, P.O. Box 6109 Arlington, TX 76011, 817-261-4961

**ARCHIVES OF PHYSICAL MEDICINE & REHABILITATION**, American Congress of Rehabilitation Medicine, 30 N. Michigan Ave.—Suite 922 Chicago, IL 60602, 312-236-9512

**ARENA'S**, (Adoption Resource Exchange of North America), WAITING CHILDREN, Child Welfare League of America, (North American Center on Adoption), 67 Irving Place, New York, NY 10003, 212-254-7410

**ARISE**, (All disabilities), 376 Bay Forty-Fourth St., Brooklyn NY 11214 212-946-9700

**ARTHRITIS NEWS**, Arthritis Foundation, 3400 Peachtree Rd. N E — Suite 1101, Atlanta, GA 30326, 404-266-0795

**BATTLING THE BREEZE**, Emphysema Anonymous, P.O. Box 66 Fort Myers, FL 33902, 813-334-4226

**THE BUND DATA PROCESSOR**, c/o Richard Garey, 100 West Diamond Lake Road—Apt. 121, Minneapolis, MN 55419, 612-340-7165 or 822-4671

**BLINDNESS**, American Association of Workers for the Blind 1511 "K" St., N.W., Washington, DC 20005, 202-347-1559

**BRAILLE BOOK REVIEW**, Publication Services, National Library Service for the Blind and Physically Handicapped, Library of Congress Washington, DC 20542, 202-882-5500

**BRAILLE FEMINIST REVIEW**, 80 N. Moore St., 4K, New York NY 10013, 212-962-2722

**THE BRAILLE FORUM**, American Council of the Blind, 1211 Connecticut Ave., N.W., Suite 506, Washington, DC 20036, 202-833-1251

**THE BRAILLE MIRROR**, Braille Institute of America, 741 North Vermont Ave., Los Angeles, CA 90029, 213-663-1111

**THE BRAILLE MONITOR**, National Federation of the Blind, National Center for the Blind, 1800 Johnson St., Baltimore, MD 21230, 301-659-9314

**BRAILLE RESEARCH NEWSLETTER**, American Foundation for the Blind, 15 West 16th St., New York, NY 10011, 212-620-2000

**BREAKTHROUGH**, Osteogenesis Imperfecta Foundation, 139 Exeter St., Hartford, CT 06106, 203-246-1884

**THE BROADCASTER**, National Association of the Deaf, 814 Thayer Ave., Silver Spring, MD 20910, 301-587-1788

**BULLETIN OF PROSTHETICS RESEARCH**, Veterans Administration (Office of Technology Transfer), 252 Seventh Ave., New York, NY 10001, 212-620-6672

**BULLETIN OF THE MENNINGER CLINIC**, Menninger Foundation, P.O. Box 829, Topeka, KS 66601, 913-234-9566

**BULLETINS ON SCIENCE AND TECHNOLOGY FOR THE HANDICAPPED**, Project for the Handicapped in Science, Office of Opportunities in Science, American Association for the Advancement of Science, 1776 Massachusetts Avenue, N.W., Washington, DC 20036, 202-467-4497

**THE BVA BULLETIN**, Blinded Veterans Association, 1735 DeSales St., N.W., Washington, DC 20036, 202-347-4010

**CA: A CANCER JOURNAL FOR CLINICIANS**, American Cancer Society, 777 Third Ave., New York, NY 10017, 212-371-2900

**CANCER: JOURNAL OF THE AMERICAN CANCER SOCIETY**, American Cancer Society, 777 Third Ave., New York, NY 10017, 212-371-2900

**CANCER NEWS**, American Cancer Society, 777 Third Ave., New York, NY 10017, 212-371-2900

**CASTLE**, c/o Gintautas Burba, 30 Snell St., Brockton, Massachusetts 02401, 617-583-7397

**CHOICE MAGAZINE LISTENING**, 14 Maple Street, Port Washington, NY 11050, 516-883-8280

**CLEARINGHOUSE MEMO**, National Clearing House of Rehabilitation Training Materials, Old USDA Building, Room 115, Oklahoma State University, Stillwater, OK 74078, 405-624-7650

**THE COALITION**, American Coalition of Citizens with Disabilities, 1200 15th St., N.W.—Suite 201, Washington, DC 20005, 202-785-4265

**C.O.H.I. REPORTER**, Consumers Organization for the Hearing Impaired, P.O. Box 166, Owings Mills, MD 21117, 301-593-3587

**COMMON SENSE FROM CLOSER LOOK**, (All disabilities), Closer Look 1201 16th St., N.W.—Suite 606-E, Washington, DC 20036, 202-833-4160

**COMMUNICATION OUTLOOK**, (Communicative disabilities), Artificial Language Laboratory, Computer Science Department, Michigan State University, East Lansing, MI 48823, 517-353-5399

**THE COMMUNICATOR**, Better Hearing Institute, 1430 "K" St., N.W.—Suite 600, Washington, D.C., 20005, 202-638-7577

**COPH BULLETIN**, National Congress of Organizations of the Physically Handicapped, 16630 Beverly Ave., Tinley Park, IL 60477, 312-532-3566

**DAMIEN DUTTON CALL**, Damien Dutton Society for Leprosy Aid 616 Bedford Avenue, Bellmore, NY 11710, 516-221-5909

**DAV**, Disabled American Veterans, 807 Maine Ave., S.W., Washington, DC 20024, 202-554-3501

**THE DEAF AMERICAN**, National Association of the Deaf, 814 Thayer Ave., Silver Spring, MD 20910, 301-587-1788

**THE DEAF EPISCOPALIAN**, Episcopal Conference of the Deaf, 2201 Cedar Crest Drive, Birmingham, AL 35214, 205-632-0328

**DIABETES FORECAST**, American Diabetes Association, 600 Fifth Ave.—8th Floor, New York, NY 10020, 212-541-4310

**DIALOGUE WITH THE BUND**, 3100 Oak Park Ave., Berwyn, IL 60402, 312-749-1908

**DISABLED U.S.A.**, President's Committee on Employment of the Handicapped, 1111 Twentieth St., N.W.—Room 636, Washington, DC 20036, 202-653-5067

**EASTER SEAL COMMUNICATOR**, National Easter Seal Society for Crippled Children and Adults, 2023 West Ogden Ave., Chicago IL 60612 312-243-8400

**EDUCATION OF THE HANDICAPPED**, Capitol Publications Inc., 2430 Pennsylvania Ave., N.W., Washington, DC 20037, 202-452-1600

**EDUCATION OF THE VISUALLY HANDICAPPED**, Association for the Education of the Visually Handicapped, 919 Walnut St.—4th Floor Philadelphia, PA 19107, 215-923-7555

**EN PASSANT**, c/o Editor, 109 Kelvington Drive, Monroeville, PA 15146 412-372-5166, (Chess magazine for the blind)

**ENCORE**, National Library Service for the Blind & Physically Handicapped, Library of Congress, Washington, DC 20542, 202-882-5500

**THE ENDEAVOR**, International Association of Parents of the Deaf, 814 Thayer Avenue, Silver Spring, MD 20910, 301-585-5400

**EXCEPTIONAL CHILDREN**, Council for Exceptional Children, 1920 Association Drive, Reston, VA 22091, 703-620-3660

**THE EXCEPTIONAL PARENT**, Statler Office Bldg.—Suite 700, 20 Providence St., Boston, MA 02116, 617-482-0480

**FEELING SPORTS**, Braille Sports Foundation, 730 Hennepin Ave.—Suite 301, Minneapolis, MN 55402, 612-333-1492

**FOUNTAINHEAD**, Association for the Education of the Visually Handicapped, 919 Walnut St.—4th Floor, Philadelphia, PA 19107, 215-923-7555

**THE FRAT**, National Fraternal Society of the Deaf, 1300 West North-west Highway, Mt. Prospect, IL 60056, 312-392-9282

**GALLAUDET COLLEGE ALUMNI NEWSLETTER**, (Deaf and Hearing Impaired), 7th and Florida Ave., N.E., Washington, DC 20002, 202-651-5000

**GALLAUDET TODAY**, Gallaudet College, 7th & Florida Avenue N.E Washington, DC 20002, 202-651-5000

**THE GATHERED VIEW**, Prader-Willi Syndrome Association, 5515 Malibu Drive, Edina, Minnesota 55436, 612-933-0113

**GIA NEWS**, Goodwill Industries of America, 9200 Wisconsin Ave., Bethesda, MD 20014, 301-530-6500

**GOOD CHEER MAGAZINE**, (Deaf-Blind), 4103 Castleman Ave., St. Louis, MO 63110, 314-771-2338

**THE GOOD NEIGHBOR**, American Red Cross, 17th & "E" St., N.W., Washington, DC 20006, 202-737-8300

**THE GOSPEL MESSENGER**, Gospel Association for the Blind, P.O. Box 62, Delray Beach, FL 33444, 305-395-0022

**GREEN PAGES**, (All disabilities), P.O. Box 1586, Winter Park, FL 32790, 305-628-0545

**GUIDEPOST**, American Personnel & Guidance Association, 2 Skyline Pi.—Suite 400, 5203 Leesburg Pike, Falls Church, VA 22041, 703-820-4700

**GUILD NOTES**, Catholic Guild for the Blind, 180 North Michigan Ave.—Suite 1720, Chicago, IL 60601, 312-236-8569

**HADLEY FOCUS**, Hadley School for the Blind, 700 Elm Street, Winnetka, IL 60093, 312-446-8111

**THE HADLEY ORBIT**, Hadley School for the Blind, 700 Elm St., Winnetka, IL 60093, 312-446-8111

**HANDICAPPED AMERICANS REPORT**, Capitol Publications, 2430 Pennsylvania Ave., N.W., Washington, DC 20037, 202-452-1600

**HANDY-CAP HORIZONS**, 3250 East Loretta Drive, Indianapolis, IN 46227, 317-784-5777

**HEARING AH) JOURNAL**, P.O. Box A-3945, Chicago, IL 60690, 312-784-0724

**HEARING REHABILITATION QUARTERLY**, New York League for the Hard of Hearing, 71 West 23rd St.—18th Floor, New York, NY 10010, 212-741-7650

**THE HEART BEAT**, Mended Hearts, 7320 Greenville Ave., Dallas, TX 75231, 214-750-5442

**HKI REPORT**, Helen Keller International, 20 West 17th St., New York, NY 10011, 212-620-2100

**HOT LINE TO DEAF-BLIND**, American Brotherhood for the Blind, National Center for the Blind, 1800 Johnson St., Baltimore, MD 21230, 301-659-9315

**IAL NEWS**, International Association of Laryngectomees, 777 Third Ave.—5th Floor, New York, NY 10017, 212-371-2900

**IN FOCUS**, National Association for the Visually Handicapped, 305 East 24th St., New York, NY 10010, 212-889-3141

**IN THE MAINSTREAM**, (All disabilities), Mainstream, Inc., 1200 15th St., N.W.—Suite 403, Washington, DC 20005, 202-833-1136

**IN TOUCH**, National Mental Health Association, 1800 North Kent St., 2nd floor, Arlington, VA 22209, 703-528-6405

**THE INDEPENDENT**, (All disabilities), Center for Independent Living, 2539 Telegraph Ave., Berkeley, CA 94704, 415-841-3900

**INDUSTRY-LABOR COUNCIL NEWSLETTER**, (All disabilities), Industry-Labor Council, Human Resources Center, Albertson, NY 11507, 516-747-5400

**THE INFORMER**, U.S. Department of Education, National Institute of Handicapped Research, 330 "C" St., S.W.—Room 3427, Washington, DC 20201, 202-245-0597

**INSIGHT**, The Council for Exceptional Children, 1920 Association Dr Reston, VA 22091, 703-620-3660

**INTERFACE**, (Print-handicapped), Association of Specialized and Co-operative Library Agencies, American Library Association, 50 East Huron St., Chicago, IL 60611, 312-944-6780

**INTERNATIONAL REHABILITATION REVIEW**, Rehabilitation International, 432 Park Avenue South, Suite 705, New York, NY 10016 212-679-6520

**INTERNATIONAL STROKE CLUB BULLETIN**, Stroke Clubs, International, 805 12th St., Galveston, TX 77550, 713-762-1022

**THE JBI VOICE**, Jewish Braille Institute of America, 110 E. 30th St New York, NY 10016, 212-889-2525

**JEWISH BRAILLE REVIEW**, Jewish Braille Institute of America, 110 East 30th St., New York, NY 10016, 212-889-2525

**JOB BULLETIN**, National Federation of the Blind, National Center for the Blind, 1800 Johnson St., Baltimore, MD 21230, 800-638-7518

**JOHN MILTON MAGAZINE**, John Milton Society for the Blind, 29 West 34th St., New York, NY 10001, 212-736-4162

**JOURNAL**, National Council of Stutterers, Speech and Hearing Clinic, Catholic University of America, Washington, DC 20064, 202-635-5556

**JOURNAL OF THE AMERICAN PODIATRY ASSOCIATION**, American Podiatry Association, 20 Chevy Chase Circle, Washington, DC 20015 202-537-4900

**JOURNAL OF APPLIED REHABILITATION COUNSELING**, National Rehabilitation Counseling Association, 1522 "K" St., N.W. Suite 1110 Washington, DC 20005, 202-296-6080

**JOURNAL OF DENTISTRY FOR THE HANDICAPPED**, Academy of Dentistry for the Handicapped, 1726 Champa Street—Suite 422, Denver CO 80202, 303-573-0264

**JOURNAL OF REHABILITATION**, National Rehabilitation Association, 1522 "K" St., N.W.—Room 1120, Washington, DC 20005, 202-659-2430

**JOURNAL OF REHABILITATION OF THE DEAF**, American Deafness and Rehabilitation Association, 814 Thayer Ave., Silver Spring MD 20910 301-589-0880

**JOURNAL OF SPEECH & HEARING DISORDERS**, American Speech Language-Hearing Association, 10801 Rockville Pike, Rockville, MD 20852 301-897-5700

**JOURNAL OF VISUAL IMPAIRMENT AND BLINDNESS**, American Foundation for the Blind, 15 West 16th St., New York, NY 10011 212-620-2000

**JUNIOR DEAF AMERICAN**, Junior National Association of the Deaf, Gallaudet College, 7th and Florida Ave., N.E., Washington, DC 20002, 202-651-5000 (Voice), 202-651-5104 (TTY)

**THE KURZWEIL REPORT**, (The Blind), Kurzweil Computer Products, 33 Cambridge Parkway, Cambridge, MA 02142, 617-864-4700

**LABOR AND HANDICAPPED PEOPLE**, President's Committee on Employment of the Handicapped, 111 Twentieth St., N.W.—Room 636, Washington, DC 20036, 202-653-5067

**THE LANTERN**, Perkins School for the Blind, 175 North Beacon St., Watertown, MA 02172, 617-924-3434

**LDAC NEWSLETTER**, Association for Children with Learning Disabilities (Learning Disabled Adult Committee), 4156 Library Road, Pittsburgh, PA 15234, 412-231-7977

**LISTENING**, National Catholic Office for the Deaf, Trinity College, Washington, DC 20017, 202-234-4154

**LIVING WITH CANCER NEWSLETTER**, Living with Cancer, Fordham University, 113 West 60th St., New York, NY 10023, 212-841-5143

**LPA NEWS**, Little People of America, P.O. Box 126, Owatonna, MN 55060, 507-451-3842

**LUPUS NEWS**, Lupus Foundation of America, 11673 Holly Springs Drive, St. Louis, MO 63141, 314-872-9036

**MAINSTREAM: MAGAZINE OF THE DISABLED**, (All disabilities), 861 Sixth Ave.—Suite 610, San Diego, CA 92101, 714-234-3138

**MANCUS INFORMER**, (All disabilities), 2901 Danby St., Wilmington, DE 19802, 302-652-7187

**MATILDA ZIEGLER MAGAZINE FOR THE BUND**, 20 West 17th St., New York, NY 10011, 212-242-0263

**MDA NEWS**, Muscular Dystrophy Association, 810 Seventh Ave., New York, NY 10019, 212-586-0808

**MEMORANDUM**, Council of State Administrators of Vocational Rehabilitation, 1522 "K" St., N.W., Suite 610, Washington, DC 20005, 202-638-4634

**MENNINGER PERSPECTIVE**, Menninger Foundation, P.O. Box 829, Topeka, KS 66601, 913-234-9566

**MENTAL DISABILITY LAW REPORTER**, American Bar Association (Commission on the Mentally Disabled), 1800 "M" St., N.W., Washington, DC 20036, 202-331-2240

**MENTAL RETARDATION**, American Association on Mental Deficiency, 5101 Wisconsin Ave., N.W., Washington, DC 20016, 202-685-5400

**MPS NEWSLETTER**, MPS (Mucopolysaccharidosis) Society, 552 Central Ave., Bethpage, N.Y. 11714, 516-433-4410

**M.S. BRIEFS**, The National Multiple Sclerosis Society, 205 East 42nd St.—3rd Floor, New York, NY 10017, 212-986-3240

**THE M.S. MESSENGER**, The National Multiple Sclerosis Society, 205 East 42nd St.—3rd Floor, New York, NY 10017, 212-986-3240

**M.S. PATIENT NEWS**, National Multiple Sclerosis Society, 205 East 42nd St.—3rd Floor, New York, NY 10017, 212-986-3240

**MUSICAL MAINSTREAM**, Publication Services Division, National Library Service for the Blind and Physically Handicapped, Library of Congress, Washington, DC 20542, 202-882-5500

**NAPH NATIONAL NEWSLETTER**, National Association of the Physically Handicapped, 76 Elm St., London, Ohio 43140, 614-852-1664

**NAPHT NEWS**, National Association of Patients on Hemodialysis and Transplantation, 505 Northern Blvd., Great Neck, NY 11021, 516-482-2720

**NAT-CENT NEWS**, Helen Keller National Center for Deaf-Blind Youths and Adults, 111 Middleneck Rd., Sands Point, NY 11050, 516-944-8900

**NATION (ALS) UPDATE**, The National Amyotrophic Lateral Sclerosis Foundation, 15300 Ventura Blvd.—Suite 315, Sherman Oaks, CA 91403, 213-990-2151

**NATIONAL AMVET**, AM VETS, 1710 Rhode Island Ave., N.W., Washington, DC 20036, 202-223-9550

**NATIONAL HOOKUP**, Indoor Sports Club, 1145 Highland St., Napoleon, Ohio 43545, 419-592-5756

**THE NATIONAL SPOKESMAN**, Epilepsy Foundation of America, 1828 "L" St., N.W.—Room 406, Washington, DC 20036, 202-293-2930

**NBA BULLETIN**, National Braille Association, 654-A Godwin Avenue, Midland Park, NJ 07432, 201-447-1484

**NCJD QUARTERLY**, National Congress of Jewish Deaf, 9102 Edmonston Court, Greenbelt, MD 20770, 301-345-8612 (TTY)

**NCLD NEWSLETTER**, National Center for Law and the Deaf, 7th And Florida, N.E., Washington, DC 20002, 202-651-5454

**NEWS**, American Coalition of Citizens with Disabilities, Competency Center, 875 Avenue of the Americas, Room 2203, New York NY 10001 212-564-7809

**NEWS & VIEWS**, American Association of Workers for the Blind, 1511 "K" St., N.W., Washington, DC 20005, 202-347-1559

**NEWS BRIEFS**, Association for Children with Learning Disabilities, 4156 Library Road, Pittsburgh, PA 15234, 412-341-1515

**NEWSLETTER**, American Foundation for the Blind, 15 West 16th St New York, NY 10011, 212-620-2000

**NEWSLETTER**, American Orthotic and Prosthetic Association 1444 "N" St., N.W., Washington, DC 20005, 202-234-8400

**NEWSLETTER**, Foundation for Science and the Handicapped 26827 Sturdy Oak Drive, Elkhart, IN 46514, 219-264-7644 or 264-8746

**NEWSLETTER**, (All disabilities), Industrial Social Welfare Center, Columbia University School of Social Work, 622 West 113th St. New York' NY 10025, 212-280-5173

**NEWSLETTER**, National Association for the Deaf-Blind, 2703 Forest Oak Circle, Norman, Oklahoma 73071, 405-360-2580

**NEWSLETTER**, National Association of Rehabilitation Facilities, 5530 Wisconsin Ave., Suite 955, Washington, DC 20015, 301-654-5882

**NEWSLETTER**, National Wheelchair Athletic Association, 110 Seaton Bldg., University of Kentucky, Lexington, KY 40506, 606-257-1623

**NEWSLETTER**, NTID Alumnae Association, National Technical Institute for the Deaf, 1 Lomb Drive, Rochester, NY 14623, 716-475-6400

**NEWSLETTER**, People to People Committee for the Handicapped, 1522 "K" St., N.W.—Suite 1130, Washington, DC 20005, 202-638-2487

**NEWSLETTER**, Tourette Syndrome Association, 42-40 Bell Blvd., Bayside, NY 11361, 212-224-2999

**NEWSLETTER FOR INDUSTRY: AFFIRMATIVE ACTION FOR HANDICAPPED PEOPLE**, 153 Lakeview Ave., Leonia, NJ 07605, 201-944-4969

**NEWSOUNDS**, Alexander Graham Bell Association for the Deaf, 3417 Volta Place, N.W., Washington, DC 20007, 202-337-5220

**NEWSREEL**, (The Blind), 176 Brehl Ave., Columbus, OH 43223, 614-279-0780

**NLS NEWS**, Publication Services, National Library Service for the Blind & Physically Handicapped, Library of Congress, Washington, DC 20542, 202-882-5500

**NOT FOR CHILDREN ONLY**, (Learning disabilities), Time Out To Enjoy, 113 Garfield, Oak Park, IL 60304, 312-383-9017

**NRA NEWSLETTER**, National Rehabilitation Association, 1522 "K" St., N.W.—Room 1120, Washington, DC 20005, 202-659-2430

**NTID FOCUS**, National Technical Institute for the Deaf, 1 Lomb Memorial Drive, Rochester, NY 14623, 716-475-6400

**OCCUPATIONAL HEALTH NURSING**, American Association of Occupational Health Nurses, 575 Lexington Avenue—10th Floor, New York, NY 10022, 212-355-7733

**OCCUPATIONAL THERAPY NEWSLETTER**, American Occupational Therapy Association, 6000 Executive Blvd.—Suite 200, Rockville, MD 20852, 301-770-2200

**ON YOUR OWN**, (All disabilities), On Your Own Program, P.O. Box 2967, University, AL 35486, 205-348-6266

**ORTHOTICS AND PROSTHETICS**, American Orthotic and Prosthetic Association, 1444 "N" St., N.W., Washington, DC 20005, 202-234-8400

**THE OSTOMY QUARTERLY**, United Ostomy Association, 2001 West Beverly Blvd., Los Angeles, CA 90057, 213-413-5510

**OUT-LINE**, (Hearing-impaired), Organization for Use of the Telephone, P.O. Box 175, Owings Mills, MD 21117, 301-655-1827

**OVERCOMING MOBILITY BARRIERS INTERNATIONAL**, 1022 South 41st St., Omaha, Nebraska 68105, 402-342-5658

**PARAPLEGIA LIFE**, National Spinal Cord Injury Foundation, 369 Elliot St., Newton Upper Falls, MA 02164, 617-964-0521

**PARAPLEGIA NEWS**, Paralyzed Veterans of America, 5201 North 19th Ave., Suite 111, Phoenix, AZ 85015, 602-246-9426

**THE PATHFINDER**, National Rehabilitation Information Center, Catholic University of America, 8th and Varnum Sts., N.E., Washington, DC 20064, 202-635-5826

**PERSONNEL AND GUIDANCE JOURNAL**, American Personnel & Guidance Association, 2 Skyline Pl.—Suite 400, 5203 Leesburg Pike, Falls Church, VA 22041, 703-820-4700

**PERSPECTIVE ON DYSLEXIA**, The Orton Society, 8415 Bellona Lane—Suite 113, Towson, MD 21204, 301-296-0232

**PHS RESEARCH GROUP NEWS**, Project of the Handicapped In Science, Office of Opportunities in Science, American Association for the Advancement of Science, 1776 Massachusetts Ave., N.W., Washington, DC 20036, 202-467-4497

**PHYSICAL THERAPY**, American Physical Therapy Association, 1156 15th St., N.W.—Suite 500, Washington, DC 20005, 202-466-2070

**PILLS ANONYMOUS NEWSLETTER**, Pills Anonymous, P.O. Box 473—Ansonia Station, New York, NY 10023, 212-874-0700

**THE PIPELINE**, Spina Bifida Association of America, 343 South Dearborn St.—Suite 319, Chicago, IL 60604, 312-663-1562

**P.M. & R. NOTES**, American Congress of Rehabilitation Medicine, 30 N. Michigan Ave.—Suite 922, Chicago, IL 60602, 312-236-9512

**THE POINTER**, (All disabilities), Editor, Heldref Publications, 4000 Albermarle St., N.W., Washington, DC 20016, 202-362-6445

**PREVENT BLINDNESS NEWS**, National Society to Prevent Blindness, 79 Madison Ave., 5th floor, New York, NY 10016, 212-684-3505

**PROFESSIONAL REPORT**, National Rehabilitation Counseling Association, 1522 "K" St., N.W., Suite 1110, Washington, DC 20005, 202-296-6080

**PROGRAMS FOR THE HANDICAPPED**, Office of Handicapped Individuals, Clearing House on the Handicapped, U.S. Department of Health and Human Services, 200 Independence Ave., S.W.—Room 339D, Washington, DC 20201, 202-245-1961

**PROGRESS REPORT**, American Physical Therapy Association, 1156 15th St., N.W.—Suite 500, Washington, DC 20005, 202-466-2070

**PSYCHIATRIC NEWS**, American Psychiatric Association, 1700 18th St., N.W., Washington, DC 20009, 202-797-4900

**RAINBOWS**, National Committee, Arts for the Handicapped, 1701 "K" St., N.W., Washington, DC 20006, 202-223-8007

**REACHING OUT**, Cornelia deLang Syndrome Foundation, 136 Lassen Drive, San Bruno, CA 94066, 415-952-5984

**RECENT DEVELOPMENTS MEMO**, National Association on Drug Abuse Problems, 355 Lexington Ave., New York, NY 10017, 212-986-1170

**RECORDING FOR THE BLIND NEWSLETTER**, Recording for the Blind, 215 East 58th St., New York, NY 10022, 212-751-0860

**REHAB BRIEF**, Rehabilitation Research Institute, P.O. Box J-155, Health Center, University of Florida, Gainesville, FL 32610, 904-392-3001

**REHAB CONGRESS NEWS**, American Congress of Rehabilitation Medicine, 30 N. Michigan Ave.—Suite 922, Chicago, IL 60602, 312-236-9512

**REHAB FILM NEWSLETTER**, International Rehabilitation Film Review Library, 20 West 40th St.—2nd Floor, New York, NY 10018, 212-869-0460

**REHABILITATION COUNSELING BULLETIN**, American Personnel & Guidance Association, 2 Skyline Pl.—Suite 400, 5203 Leesburg Pike, Falls Church, VA 22041, 703-820-4700

**REHABILITATION GAZETTE**, 4502 Maryland Ave., St. Louis, MO 63108, 314-361-0475

**REHABILITATION LITERATURE**, National Easter Seal Society for Crippled Children and Adults, 2023 West Ogden Ave., Chicago, IL 60612, 312-243-8400

**REHABILITATION WORLD**, Rehabilitation International U.S.A., 20 West 40th St., New York, NY 10018, 212-869-0461

**REPORT**, National Center for a Barrier Free Environment, 1140 Connecticut Ave., N.W.—Suite 1006, Washington, DC 20036, 202-466-6896

**REPORT FROM THE U.S. COUNCIL FOR THE INTERNATIONAL YEAR OF DISABLED PERSONS**, United States Council for the International Year of Disabled Persons, 1156 15th St., N.W., Suite 302, Washington, DC 20005, 202-638-6011

**RE-SEARCH**, Regional Rehabilitation Research Institute on Attitudinal, Legal and Leisure Barriers, 1828 "L" Street, N.W.—Suite 704, Washington, DC 20036, 202-676-6377

**SATH NEWSLETTER**, Society for the Advancement of Travel by the Handicapped, 26Court St., Brooklyn, NY 11242, 212-858-5483

**SEEING CLEARLY**, National Association for the Visually Handicapped, 305 East 24th St., New York, NY 10010, 212-889-3141

**THE SEEING EYE GUIDE**, The Seeing Eye, Washington Valley Road, Morristown, NJ 07960, 201-539-4425

**SEXUALITY AND DISABILITY**, Human Sciences Press, 72 Fifth Ave., New York, NY 10011, 212-243-6000

**SHARING**, (All disabilities), 1788 Springfield Ave., New Providence, NJ 07974, 201-464-7790

**THE SIGCAPH NEWSLETTER**, Special Interest Group on Computers and the Physically Handicapped, Association for Computing Machinery, 1133 Sixth Ave., New York, NY 10036, 212-265-6300

**SIGHTSAVING REVIEW**, National Society to Prevent Blindness, 79 Madison Ave., 5th floor, New York, NY 10016, 212-684-3505

**SILENT NEWS**, (The Deaf), 193 Main St., P.O. Box 307, Lincoln Park, NJ 07035, 201-265-0288 or 212-244-3100

**SPECTRUM—FOCUS ON DEAF ARTISTS**, P.O. Box 339, Austin, TX 78767, 512-476-4894

**SPORTS 'N SPOKES**, 5201 North 19th Ave., Suite 108, Phoenix, Arizona 85015, 602-246-9426

**THE STANDARD BEARER**, National Accreditation Council for Agencies Serving the Blind and Visually Handicapped, 79 Madison Avenue, New York, NY 10016, 212-683-8581

**STAR NEWSLETTER**, (All disabilities), 6219 North Naper Ave., Chicago, IL 60631, 312-631-3208

**TALK OF THE TOWN**, Educational Tape Recording for the Blind, 10234 South Kedzie Ave., Chicago, IL 60642, 312-499-3666

**TALKING BOOK TOPICS**, Publication Services, National Library Service for the Blind and Physically Handicapped, Library of Congress, Washington, DC 20542, 202-882-5500

**TASH NEWSLETTER**, The Association for the Severely Handicapped 1600 West Armory Way, Seattle, WA 98119, 206-283-5055

**THERAPUTIC RECREATION JOURNAL**, National Therapeutic Recreation Society, 1601 N. Kent St., Arlington, VA 22209, 703-525-0606

**TIPS AND TRENDS**, President's Committee on Employment of the Handicapped, 111 Twentieth St., N.W.—Room 636, Washington, DC 20036, 202-653-5067

**THE TSI NEWSLETTER**, (The blind and communicatively disabled), Telesensory Systems, Inc., 3408 Hillview Ave., Palo Alto, CA 94304, 415-493-2626

**UC PEOPLE, ETC.**, United Cerebral Palsy Association, 66 East 34th St., New York, NY 10016, 212-481-6300

**UCIR INTERCONNECTOR**, University Center for International Rehabilitation, D-201 West Fee Hall, Michigan State University, East Lansing, Michigan 48824, 517-355-1824

**UPDATE**, Myasthenia Gravis Foundation, 15 East 26th St.—Room 1603 New York, NY 10010, 212-889-8157

**UPDATE**, Publication Services Division, National Library Service for the Blind and Physically Handicapped, Library of Congress, Washington, DC 20542, 202-882-5500

**VIEWPOINT**, National Association for Sickle Cell Disease, 3460 Wilshire Blvd., Suite 1012, Los Angeles, CA 90010, 213-731-1166

**VIN-LINES**, Vinland National Center, 3675 Ihduhapi Rd., Loretto, MN 55357, 612-479-3555

**VISION VIEWS**, Vision Foundation, 770 Centre St., Newton, MA 02158, 617-965-5877

**VISUALTEK NEWS AND VIEWS**, (The visually-impaired), Visualtek Corporation, 1610 Twenty-sixth St., Santa Monica, CA 90404, 213-829-6841

**THE VOICE**, American Association of the Deaf-Blind, Chicago Lighthouse for the Blind, 1850 W. Roosevelt Road, Chicago, IL 60608, 312-666-1331

**VOLTA REVIEW JOURNAL**, Alexander Graham Bell Association for the Deaf, 3417 Volta Place, N.W., Washington, DC 20007, 202-337-5220

**THE VOLUNTEER**, March of Dimes Birth Defects Foundation, 1275 Mamaroneck Ave., White Plains, NY 10605, 914-428-7100

**WASHINGTON REPORT**, American Foundation for the Blind, 15 W. 16th St., New York, NY 10011, 212-620-2000

**WORD FROM WASHINGTON**, United Cerebral Palsy Association, 66 East 34th, New York, NY 10016, 212-481-6300

**WORLD SMOKING AND HEALTH**, American Cancer Society, 777 Third Ave., New York, NY 10017, 212-371-2900

## APPENDIX II

### STATE EMPLOYMENT SECURITY (EMPLOYMENT SERVICE) AGENCIES.

#### ALABAMA

EMPLOYMENT SERVICES, Dept. of Industrial Relations, 649 Monroe St., Montgomery, AL36104, 205-832-5030

#### ALASKA

EMPLOYMENT SECURITY DIVISION, Dept. of Labor, P.O. Box 3-7000, Juneau, AK 99801, 907-465-2712

#### ARIZONA

EMPLOYMENT & TRAINING ADMINISTRATION, Department of Economic Security, P.O. Box 6123, Phoenix, AZ85005, 602-255-4711

#### ARKANSAS

EMPLOYMENT SECURITY TECHNICAL SERVICES, Employment Security Division, P.O. Box 2981, Little Rock, AR 72203, 501-371-1683

#### CALIFORNIA

EMPLOYMENT SERVICE DIV., Employment Development Dept., 800 Capitol Mall, Sacramento, CA 95814, 916-322-7318

#### COLORADO

JOB SERVICE SECTION, Div. of Employment & Training, 251 E. 12th Ave., Denver, CO 80203, 303-839-5833, Ext. 214

#### CONNECTICUT

DEPARTMENT OF EMPLOYMENT SECURITY, 200 Folly Brook Boulevard, Wethersfield, CT 06109, 203-566-3530

#### DELAWARE

EMPLOYMENT SERVICES, Department of Labor, University Plaza, Newark, DE 19711, 302-368-6810

#### DISTRICT OF COLUMBIA

OFFICE OF EMPLOYMENT SERVICE, D.C. Dept. of Labor, 500 "C" Street, N.W., Washington, D.C. 20001, 202-734-3982

#### FLORIDA

EMPLOYMENT SERVICES, Dept. of Labor & Employment Security, Caldwell Building, Tallahassee, FL 32304, 904-488-6447

#### GEORGIA

EMPLOYMENT SECURITY AGENCY, 501 Pulliam St., S.W.—Room 445, Atlanta, GA 30312, 404-656-3150

#### HAWAII

LABOR AND INDUSTRIAL RELATIONS, 825 Mililani St., Honolulu, HI 96813, 808-548-3150

#### IDAHO

JOB SERVICE, Dept. of Employment, P.O. Box 35, Boise, ID 83707, 208-334-3977

#### ILLINOIS

ILLINOIS JOB SERVICE DIVISION, Bureau of Employment Security, 910 Michigan Ave. S., Chicago, IL 60605, 312-793-4050

**INDIANA**

EMPLOYMENT SERVICE, Employment Security Div., 10 North Senate Ave., Indianapolis, IN 46204, 317-232-7680

**IOWA**

JOB PLACEMENT, Dept. of Job Service, 1000 East Grand Ave., Des Moines, IA 50316, 515-281-4895

**KANSAS**

JOB SERVICE PROGRAM, Division of Employment, Dept. of Human Resources, 401 Topeka Ave., Topeka, KS 66603, 913-296-5317

**KENTUCKY**

BUREAU FOR MANPOWER SERVICES, Dept. for Human Resources, 275 E. Main St., Frankfort, KY 40601, 502-564-5331

**LOUISIANA**

OFFICE OF EMPLOYMENT SECURITY, P.O. Box 44094, Baton Rouge, LA 70804, 504-342-3006

**MAINE**

JOB SERVICE, Dept. of Manpower Affairs, 20 Union St., Augusta, ME 04330, 207-289-3431

**MARYLAND**

MARYLAND STATE EMPLOYMENT SERVICE, Employment Security Administration, 1100 North Eutaw St., Baltimore, MD 21201, 301-383-5353

**MASSACHUSETTS**

EMPLOYMENT SERVICE, Div. of Employment Security, Charles F. Hurley Building, Government Center, Boston, MA 02114, 617-727-6810

**MICHIGAN**

EMPLOYMENT SECURITY COMMISSION, 7310 Woodward Ave., Detroit, MI 48202, 313-876-5309

**MINNESOTA**

EMPLOYMENT SERVICES, Dept. of Economic Security, 390 North Robert St., St. Paul, MN 55101, 612-296-3625

**MISSISSIPPI**

EMPLOYMENT SERVICE DIV., Employment Security Commission, P.O. Box 1699, Jackson, MS 39205, 601-961-7500

**MISSOURI**

DIVISION OF EMPLOYMENT SECURITY, P.O. Box 59, Jefferson City, MO 65101, 314-751-3215, Ext. 3142

**MONTANA**

EMPLOYMENT SERVICES, Employment Security Division, P.O. Box 1728, Helena, MT 59601, 406-449-3667

**NEBRASKA**

JOB SERVICE, Division of Employment, P.O. Box 94600, State House Station, Lincoln, NE 68509, 402-475-8451, Ext. 229

**NEVADA**

EMPLOYMENT SERVICE, Employment Security Dept., 500 East Third St., Carson City, NV 89701, 702-885-4600

**NEW HAMPSHIRE**

EMPLOYMENT SECURITY BUREAU, Dept. of Employment Security, 32 South Main St., Concord, NH 03301, 603-224-3311

**NEW JERSEY**

DIVISION OF EMPLOYMENT SERVICES, Dept. of Labor & Industry, Labor and Industry Bldg., Room 1002 F, Trenton, NJ 08625, 609-292-2400

**NEW MEXICO**

EMPLOYMENT SERVICES DIV., Dept. of Human Services, P.O. Box 1928, Albuquerque, NM 87103, 505-842-3921

**NEW YORK**

JOB SERVICE DIV., DOL, Building 12, State Campus—Room 560, Albany, NY 12240, 518-457-2612

**NORTH CAROLINA**

EMPLOYMENT SERVICE DIV., Dept. of Employment Security, P.O. Box 25903, Raleigh, NC 27611, 919-733-7522

**NORTH DAKOTA**

EMPLOYMENT SERVICES DIV., Job Service North Dakota, P.O. Box 1537, Bismarck, ND 58501, 701-224-2843

**OHIO**

EMPLOYMENT SERVICE DIV., Ohio Bureau of Employment Services, 145 S. Front St., Columbus, OH 43215, 614-466-2421

**OKLAHOMA**

FIELD OPERATIONS, Employment Security Commission, Will Rogers Memorial Office Building, Oklahoma City, OK 73105, 405-521-2801

**OREGON**

EMPLOYMENT SERVICES, Employment Division, Dept. of Human Resources, 875 Union St., N.E., Salem, OR 97301, 503-378-3212

**PENNSYLVANIA**

BUREAU OF EMPLOYMENT SECURITY, Labor & Industry Bldg., Seventh & Forster Streets, Harrisburg, PA 17102, 717-787-2835

**RHODE ISLAND**

JOB SERVICE DIV., Dept. of Employment Security, 24 Mason St., Providence, RI 02903, 401-277-3722

**SOUTH CAROLINA**

EMPLOYMENT SERVICE, Employment Security Commission, P.O. Box 995, Columbia, SC 29202, 803-758-2246

**SOUTH DAKOTA**

OFFICE OF EMPLOYMENT & TRAINING, Dept. of Labor, Capitol Lake Plaza, Pierre, SD 57501, 605-773-3101

**TENNESSEE**

EMPLOYMENT & TRAINING, Dept. of Employment Security, Cordell Hull State Office Building, Nashville, TN 37219, 615-741-1656

**TEXAS**

EMPLOYMENT SECURITY, Texas Employment Commission, 638 TEC Building, 15th & Congress, Austin, TX 78701, 512-397-4534

**UTAH**

DEPT. OF EMPLOYMENT SECURITY, P.O. Box 11249, Salt Lake City, UT 84147

**VERMONT**

EMPLOYMENT SECURITY DIV., Dept. of Employment Security, P.O. Box 488, Montpelier, VT 05602, 802-229-0311, Ext. 341

**VIRGINIA**

VIRGINIA EMPLOYMENT COMMISSION, P.O. Box 1358, Richmond, VA 23211, 804-786-2823

**WASHINGTON**

EMPLOYMENT SECURITY DEPT., 212 Maple Park, Olympia, WA 98504, 206-753-0747

**WEST VIRGINIA**

EMPLOYMENT SERVICE DIVISION, 4407 McCorkle Ave., S.E.,  
Charleston, WV 25304, 304-348-7800

**WISCONSIN**

WISCONSIN JOB SERVICE, P.O. Box 7903, Madison, WI 53707, 608-  
266-7074

**WYOMING**

JOB SERVICE, Employment Security Commission, P.O. Box 2760,  
Casper, WY 82601, 307-237-3701, Ext. 170

**APPENDIX III****REGIONAL OFFICES OF THE VETERANS  
ADMINISTRATION, EACH WITH A VOCATIONAL  
COUNSELING AND REHABILITATION UNIT.****ALABAMA**

474 South Court St., Montgomery, Alabama 36104

**ALASKA**

Federal Bldg., U.S. Post Office and Courthouse, 709 West Ninth St.,  
Juneau, Alaska 99801

**ARIZONA**

3225 North Central Ave., Phoenix, Arizona 85012

**ARKANSAS**

1200 W. 3rd St., Little Rock, Arkansas 72201

**CALIFORNIA**

Federal Bldg., 11000 Wilshire Blvd., Los Angeles, California 90024  
2022 Camino Del Rio North, San Diego, California 92108  
211 Main St., San Francisco, California 94105

**COLORADO**

Denver Federal Center, Bldg. 20, Denver, Colorado 80225

**CONNECTICUT**

450 Main St., Hartford, Connecticut 06103

**DELAWARE**

1601 Kirkwood Highway, Wilmington, Delaware 19805

**DISTRICT OF COLUMBIA**

941 North Capitol St., N.E., Washington, D.C. 20421

**FLORIDA**

144 First Ave., South, St. Petersburg, Florida 33701

**GEORGIA**

730 Peachtree St., N.E., Atlanta, Georgia 30308

**HAWAII**

PJCK Federal Bldg., 300 Ala Moana, Honolulu, Hawaii 96813

**IDAHO**

Federal Bldg. & U.S. Courthouse, 550 West Fort St., Box 044, Boise, Idaho  
83724

**ILLINOIS**

536 South Clark St., Chicago, Illinois 60605

**INDIANA**

575 North Pennsylvania St., Indianapolis, Indiana 46204

**IOWA**

210 Walnut St., Des Moines, Iowa 50309



**KANSAS**

5500 East Kellogg, Wichita, Kansas 67218

**KENTUCKY**

600 Federal Place, Louisville, Kentucky 40202

**LOUISIANA**

701 Loyola Ave., New Orleans, Louisiana 70113

**MAINE**

Togus, Maine 04330

**MARYLAND**

Federal Bldg., 31 Hopkins Plaza, Baltimore, Maryland 21201

**MASSACHUSETTS**

John Fitzgerald Kennedy Federal Bldg., Government Center, Boston, Massachusetts 02203

**MICHIGAN**

Patrick V. McNamara Federal Bldg., 477 Michigan Ave., Detroit, Michigan 48226

**MINNESOTA**

Federal Bldg., Fort Snelling, St. Paul, Minnesota 55111

**MISSISSIPPI**

Southport Office Bldg., 2350 Highway 80 West, Jackson, Mississippi 39204

**MISSOURI**

Federal Bldg., 1520 Market St., St. Louis, Missouri 63103

**MONTANA**

Fort Harrison, Montana 59636

**NEBRASKA**

Federal Bldg., 100 Centennial Mall North, Lincoln, Nebraska 68508

**NEVADA**

1201 Terminal Way, Reno, Nevada 89502

**NEW HAMPSHIRE**

Norris Cotton Federal Bldg., 275 Chestnut St., Manchester, New Hampshire 03101

**NEW JERSEY**

20 Washington Place, Newark, New Jersey 07102

**NEW MEXICO**

Dennis Chavez Federal Bldg., U.S. Courthouse, 500 Gold Ave., S.W., Albuquerque, New Mexico 87102

**NEW YORK**

Federal Bldg., 111 West Huron St., Buffalo, New York 14202  
252 Seventh Ave., New York, New York 10001

**NORTH CAROLINA**

Federal Bldg., 251 North Main St., Winston-Salem, North Carolina 27101

**NORTH DAKOTA**

Fargo, North Dakota 58102

**OHIO**

Anthony J. Celebrezze Federal Bldg., 1240 East Ninth St., Cleveland, Ohio 44114

**OKLAHOMA**

Federal Bldg., 125 South Main St., Muskogee, Oklahoma 74401

**OREGON**

Federal Bldg., 1220 S.W. 3rd Ave., Portland, Oregon 97204

**PENNSYLVANIA**

5000 Wissahickon Ave., Philadelphia, Pennsylvania 19144  
1000 Liberty Ave., Pittsburgh, Pennsylvania 15222

**RHODE ISLAND**

321 South Main St., Providence, Rhode Island 02903

**SOUTH CAROLINA**

1801 Assembly St., Columbia, South Carolina 29201

**SOUTH DAKOTA**

Courthouse Plaza Bldg., 300 North Dakota Ave., Sioux Falls, South Dakota 57102

**TENNESSEE**

110 Ninth Ave., South, Nashville, Tennessee 37203

**TEXAS**

2515 Murworth Drive, Houston, Texas 77054  
1400 North Valley Mills Drive, Waco, Texas 76710

**UTAH**

Federal Bldg., 125 South State St., Salt Lake City, Utah 84111

**VERMONT**

White River Junction, Vermont 05001

**VIRGINIA**

210 Franklin Rd., S.W., Roanoke, Virginia 24011

**WASHINGTON**

Federal Bldg., 915 Second Ave., Seattle, Washington 98104

**WEST VIRGINIA**

502 Eighth St., Huntington, West Virginia 25701

**WISCONSIN**

342 North Water St., Milwaukee, Wisconsin 53202

**WYOMING**

2360 East Pershing Blvd., Cheyenne, Wyoming 82001

## **APPENDIX IV**

### **STATE GOVERNORS' COMMITTEES ON THE HANDICAPPED**

#### **ALABAMA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Division of Rehabilitation and Crippled Children, 2129 East South Boulevard, Montgomery, Alabama 36116, 204-281-8780

#### **ALASKA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Office of Vocational Rehabilitation, 4100 Spenard Road, Anchorage, Alaska 99503, 907-243-5600

#### **ARIZONA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 1400 W. Washington, Room 219, Phoenix, Arizona 85007, 602-255-3966

#### **ARKANSAS**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, P.O. Box 3781, Little Rock, Arkansas 72203, 501-371-2502

#### **CALIFORNIA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 800 Capitol Mall, Room 5054, Sacramento, California 95814 916-323-2545

#### **CONNECTICUT**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Department of Labor Building, Wethersfield, Connecticut 06109, 203-566-4322

#### **DELAWARE**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 7th Floor, State Office Building, 820 French Street Wilmington, Delaware 19801, 302-571-3926

#### **DISTRICT OF COLUMBIA**

MAYOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 122 "C" Street, N.W.—Room 200C, Washington, D.C. 20001 202-727-0968, 727-0969 or 727-0970

#### **FLORIDA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 204 Caldwell Building, Madison Street, W., Tallahassee, Florida 32304, 904-487-2222

#### **GEORGIA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 1599 Memorial Drive, S.E., Atlanta, Georgia 30317 404-656-2641 or 378-7591 ext. 52

#### **HAWAII**

COMMISSION ON THE HANDICAPPED, 250 South King Street—Room 602, Honolulu, Hawaii 96813, 808-548-7606

#### **IDAHO**

GOVERNOR'S COMMITTEE FOR EMPLOYMENT OF THE HANDICAPPED, P.O. Box 35, Boise, Idaho 83707, 208-384-3993

#### **INDIANA**

INDIANA STATE COMMISSION FOR THE HANDICAPPED, 1330 W. Michigan Street, Indianapolis, Indiana 46202, 317-633-0286 or 633-0288

#### **IOWA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Grimes State Office Building, Des Moines, Iowa 50319, 515-281-5969

#### **KANSAS**

KANSAS COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED 126-South, State Office Building, Topeka, Kansas 66612, 913-296-5283

#### **KENTUCKY**

GOVERNOR'S COMMISSION ON EMPLOYMENT OF THE HANDICAPPED, 600 West Cedar Street, Louisville, Kentucky 40203, 502-588-4167

#### **LOUISIANA**

LOUISIANA BUREAU FOR HANDICAPPED PERSONS, 530 Lakeland Drive, Baton Rouge, Louisiana 70802, 504-342-2723

#### **MAINE**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 32 Winthrop Street, Augusta, Maine 04330, 207-289-3056

#### **MARYLAND**

GOVERNOR'S COMMITTEE TO PROMOTE EMPLOYMENT OF THE HANDICAPPED, 2100 Guilford Avenue, Baltimore, Maryland 21218, 301-383-5285

#### **MICHIGAN**

COMMISSION ON HANDICAPPED CONCERNS, Box 30015, 309 Washington Avenue, Lansing, Michigan 48909, 517-373-8397

#### **MINNESOTA**

MINNESOTA STATE COUNCIL FOR THE HANDICAPPED, Metro Square, 7th and Robert Streets, St. Paul, Minnesota 55101, 612-296-6785

#### **MISSISSIPPI**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 416 North State Street—Suite 5, Jackson, Mississippi 39201, 601-354-7745

#### **MISSOURI**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Kansas City Employment Security Office, 1411 Main Street, Kansas City, Missouri 64105, 816-471-5700 ext. 367

#### **MONTANA**

GOVERNOR'S SUBCOMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 35 South Last Chance Gulch, P.O. Box 169—Capitol Building, Helena, Montana 59601, 406-449-5600

#### **NEBRASKA**

NEBRASKA JOB SERVICE, Nebraska Department of Labor, 550 South 16th Street, Lincoln, Nebraska 68508, 402-475-8451

**NEVADA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 505 King Street—Room 502, Carson City, Nevada 89701, 702-885-4440

**NEW HAMPSHIRE**

GOVERNOR'S COMMISSION ON EMPLOYMENT OF THE HANDICAPPED, 6 Loudon Road, Concord, New Hampshire 03301, 603-271-2773

**NEW JERSEY**

NEW JERSEY GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Labor and Industry Building—Room 1005, Trenton, New Jersey 08625, 609-292-0056

**NEW MEXICO**

GOVERNOR'S COMMITTEE ON CONCERNS OF THE HANDICAPPED, P.O. Box 1830, Santa Fe, New Mexico 87501, 505-827-5581

**NEW YORK**

ADVOCATE FOR THE DISABLED, 2 World Trade Center—Room 3712, New York, N.Y. 10047, 212-938-0186

**NORTH CAROLINA**

NORTH CAROLINA GOVERNOR'S COUNCIL FOR PERSONS WITH DISABILITIES, 112 West Lane Street, Howard Building, Raleigh, North Carolina 27611, 919-733-3111

**NORTH DAKOTA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, State Capitol—13th Floor, Bismarck, North Dakota 58501, 701-224-2970

**OHIO**

OHIO GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 4656 Heaton Road, Columbus, Ohio 43229, 614-438-1392

**OKLAHOMA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 301 Will Rogers Building, Oklahoma City, Oklahoma 73105, 405-521-3758

**OREGON**

GOVERNOR'S STEERING COMMITTEE ON THE HANDICAPPED, 875 Union, N.E., Salem, Oregon 97301, 503-378-4545

**PENNSYLVANIA**

PENNSYLVANIA GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 1306 Labor and Industry Building, 7th and Forster Streets, Harrisburg, Pennsylvania 17102, 717-787-1394

**RHODE ISLAND**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 150 Washington Street, Providence, Rhode Island 02903, 401-277-3734 or 277-3735

**SOUTH CAROLINA**

SOUTH CAROLINA GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 1550 Gadsen Street, P.O. Box 1406, Columbia, South Carolina 29202, 803-758-2253

**SOUTH DAKOTA**

GOVERNOR'S ADVISORY COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Richard F. Kneip Building—2nd Floor, Illinois Street, Pierre, South Dakota 57501, 605-773-4556

**TENNESSEE**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 1808 West End Avenue—Room 424, Nashville, Tennessee 37203, 615-741-2051

**TEXAS**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 118 East Riverside Drive, Austin, Texas 78704, 512-447-0100

**UTAH**

GOVERNOR'S OFFICE FOR THE HANDICAPPED, 150 West North Temple, Salt Lake City, Utah 84103, 801-533-5331

**VERMONT**

H.O.P.E., INC., Box 556, Waterbury, Vermont, 05676, 802-244-6941, 42,43

**WASHINGTON**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, Employment Security Building, Olympia, Washington 98504, 206-753-1547

**WEST VIRGINIA**

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED, 4407 McCorkle Avenue, S.E., Charleston, West Virginia 25304, 304-348-2646

**WISCONSIN**

GOVERNOR'S COMMITTEE FOR PEOPLE WITH DISABILITIES, One South Park Street—5th Floor, Madison, Wisconsin 53715, 608-266-5378

**WYOMING**

GOVERNOR'S COMMITTEE FOR EMPLOYMENT OF THE HANDICAPPED, Hathaway Building—Room 317, Cheyenne, Wyoming 82001, 307-777-7657

## APPENDIX V

### A REPRESENTATIVE LISTING OF JOB BANKS, PRIVATE SECTOR TRAINING AND/OR PLACEMENT PROJECTS, AND EMPLOYMENT PROGRAMS SPONSORED BY ORGANIZATIONS OUTSIDE THE TRADITIONAL REHABILITATION SYSTEM.

**AFFIRMATIVE ACTION REGISTER**, 8356 Olive Blvd., St. Louis, MO 63132, 314-991-1335

A job bank.

**AFL-CIO (HUMAN RESOURCES DEVELOPMENT INSTITUTE)**, 815 16th St. N.W., Washington, DC 20006, 202-638-3912

Provides training and placement services under a "Projects With Industry" grant.

**AMERICAN ASSOCIATION FOR THE ADVANCEMENT OF SCIENCE—PROJECT ON THE HANDICAPPED IN SCIENCE**, 1776 Massachusetts Ave., N.W.—6th Floor, Washington, DC 20036, 202-467-4497  
Operates an informal job bank.

**BARUCH COLLEGE COMPUTER CENTER FOR THE VISUALLY IMPAIRED, MANUFACTURERS HANOVER TRUST COMPANY, AND THE UNIVERSITY OF MANITOBA (COMPUTER PROGRAMMER TRAINING FOR THE BLIND)**, att. Jack Ried, Baruch College Computer Center for the Visually Impaired, 17 Lexington Ave., P.O. Box 264, New York, NY 10010, 212-725-7644

Administers a computer programmer training program for the blind.

**JOSEPH BULOVA SCHOOL OF WATCHMAKING**, 40 24 62nd St., Woodside, NY 11377, 212-424-2929

Trains disabled persons in watchmaking and watch repair.

**CONTROL DATA INSTITUTE**, att. Ronald Williams, Career Education Representative, Control Data Corporation, 8100 Thirty-fourth Ave., South HQA02J, Minneapolis, MN 55420, 612-853-4748

Trains disabled computer programmers and operators.

**DAVID W. TAYLOR NAVAL SHIP RESEARCH AND DEVELOPMENT (SUMMER HANDICAPPED AFFIRMATIVE ACTION PROGRAM)**, c/o Paul Meyer, Code 173.1, Bethesda, MD 20014, 202-227-3359 or 227-1743

Conducts an extensive summer employment program for disabled students.

**ELECTRONICS INDUSTRIES FOUNDATION**, 2001 Eye St., N.W.—Suite 201, Washington, DC 20006, 202-457-4995

Provides training and placement services under a "Projects With Industry" grant.

**IBM CORPORATION (FEDERAL SYSTEMS DIVISION)**, 18100 Frederick Pike, Gaithersburg, MD 20760, 301-840-4980

Provides technical assistance in the establishment of rehabilitation projects in data processing under a "Projects With Industry" grant.

**INDUSTRY EDUCATION COUNCIL OF CALIFORNIA**, 1575 Old Bayshore Highway, Burlingame, CA 94010, 415-697-4311

Provides training and placement services under a "Projects With Industry" grant.

**INTERACTION, INC.**, 1148 Northwest Leary Way, Seattle, WA 98107, 206-784-7744

Provides job-seeking skills training services under a "Projects With Industry" grant.

**INTERNATIONAL CORRESPONDENCE SCHOOLS**, Oak and Pawnee Ave., Scranton, PA 18508, 717-342-7701

Provides training and placement services under a "Projects With Industry" grant.

**INTERNATIONAL REHABILITATION ASSOCIATES**, 985 Old Eagle School, Wayne, PA 19087, 215-687-9450

A leading private consulting firm in the field of vocational rehabilitation and placement.

**JUST ONE BREAK**, 373 Park Ave. South, New York, NY 10016, 212-725-2500

An employment agency for the disabled.

**LOUIS BRAILLE FOUNDATION FOR BUND MUSICIANS**, 215 Park Ave. South, New York, NY 10003, 212-982-7290

Serves as an informal job bank for blind and otherwise handicapped musicians.

**MANAGEMENT WOMAN—HANDICAPPED EMPLOYMENT AND ECONOMIC DEVELOPMENT**, 115 East 57th St., New York, NY 10022, 212-888-8100

An employment agency primarily for college-level blind and otherwise handicapped persons.

**McGRAW-HILL, INC., att: Libert Diaforli**, 1221 Avenue of the Americas, New York, NY 10020, 212-997-2769

Conducts secretarial, clerical and office skills training programs for the disabled.

**MEDCOMP RESEARCH FOUNDATION**, 2400 Reading Road, Cincinnati, OH 45202, 513-721-3356

Trains blind computer programmers.

**NATIONAL ASSOCIATION OF BUSINESS, INDUSTRY AND REHABILITATION—PROJECTS WITH INDUSTRY**, U.S. Dept. of Education, Div. of Special Education and Rehabilitative Services, 330 "C" St., S.W., Room 3520, Washington, DC 20201, 202-245-3189

An umbrella association of all the placement programs which are funded by the federal government under the title "Projects With Industry."

**NATIONAL ASSOCIATION OF PRIVATE INDUSTRY COUNCILS**, 218 North Lee St.—Suite 301, Alexandria, VA 22314, 703-836-3301

Sponsors and funds training programs for the disabled under the Comprehensive Employment and Training Act.

**NATIONAL FEDERATION OF THE BUND—NATIONAL CENTER FOR THE BUND**, 1800 Johnson St., Baltimore, MD 21230, 301-659-9314 or 800-638-7518

Administers a national job bank for the blind under a grant from the United States Department of Labor.

**NATIONAL RESTAURANT ASSOCIATION**, 311 First St., N.W., Washington, DC 20001, 202-638-6100  
Provides training and placement services under a "Projects With Industry" grant.

**NATIONAL URBAN LEAGUE—DISABLED VETERANS EMPLOYMENT PROGRAM**, 500 East 62nd St., New York, NY 10021, 212-644-6500  
Provides training and placement services to disabled veterans.

**NORTH SHORE UNIVERSITY HOSPITAL—ALLIED HEALTH TRAINING FOR VISUALLY HANDICAPPED STUDENTS**, 400 Community Drive, Manhasset, NY 11030, 516-562-3040  
Trains visually handicapped persons in allied health disciplines.

**OHLONE COMMUNITY COLLEGE**, 43600 Mission Blvd., P.O. Box 3909, Fremont, CA 94538, 415-657-2100  
Administers a program for training deaf-blind persons in computer programming.

**PARAPLEGICS MANUFACTURING COMPANY**, 304 North York Road, Bensenville, IL 60106, 312-766-0350

**ST. MARY'S JUNIOR COLLEGE**, 2500 South Sixth St., Minneapolis, MN 55454, 612-332-5521, Extension 252  
Sponsors a training program for visually-impaired occupational and physical therapy assistants.

**SYSTEMS DEVELOPMENT CORPORATION**, 3000 Olympic Blvd., Santa Monica, CA 90404, 213-829-7511, ext. 2977  
Trains blind computer programmers.

**TRANSITIONAL EMPLOYMENT ENTERPRISES**, 286 Congress St., Boston, Mass. 02210, 617-482-7430  
Conducts on-the-job training programs for hard-to-employ workers, including alcoholics and the mentally retarded.

**TREND SYSTEMS**, 3209 Northeast 78th St., Vancouver, WA 98665, 206-574-4749  
Provides training and placement services under a "Projects With Industry" grant.

**U.S. NATIONAL BANK OF OREGON**, att: Linda Godson, 555 Southwest Oak St., Portland, OR 97204, 503-225-5981  
Trains severely handicapped persons in computer programming and operation for on-site and home-bound employment.

**YOUTH WORK INC. (HANDICAPPED FOCUS AREA)**, 805 15th St., N. W., Washington, DC 20005, 202-347-2900 or 800-424-9529  
Provides ongoing administration for CETA grants awarded by the U.S. Dept. of Labor to public institutions and private non-profit organizations, for the purpose of conducting vocational exploration and vocational training programs.

## APPENDIX VI

### A REPRESENTATIVE LISTING OF ORGANIZATIONS WHICH PUBLISH DIRECTORIES AND REFERENCE WORKS, SPONSOR INFORMATION CLEARING HOUSES, AND GENERALLY SERVE AS CENTRAL SOURCES OF INFORMATION AND REFERRAL IN THE AREAS OF DISABILITY AND REHABILITATION.

**ABT ASSOCIATES**, 55 Wheeler St., Cambridge, MA 02138, 617-492-7100  
Publishes a directory of disabled student service programs on college and university campuses.

**ACCENT ON LIVING**, P.O. Box 700, Bloomington, IL 61701, 309-378-2961  
Has a computerized data base and information service on all aspects of disability.

**THE ALLIANCE**, 804 D St., N.E., Suite 300, Washington, DC 20002, 202-546-6888  
An umbrella organization comprising the Institute for Mobility Studies, The Washington Transportation Alliance, and the Institute for Research Utilization. Produces pamphlets and training manuals in the areas of pre-school recreation programs for handicapped children, and transportation for the disabled and independent living.

**AMERICAN ASSOCIATION FOR THE ADVANCEMENT OF SCIENCE** (Project on the Handicapped in Science), 1776 Massachusetts Ave., N.W., 6th Floor, Washington, DC 20036, 202-467-4497  
Publishes a directory of disabled scientists and some otherwise professionally employed persons.

**AMERICAN COALITION OF CITIZENS WITH DISABILITIES (COMPETENCY CENTER)**, 875 Avenue of the Americas, Suite 2203, New York, NY 10001, 212-564-7809  
Accumulates a wealth of information on adapted products and devices for the disabled.

**AMERICAN FOUNDATION FOR THE BUND**, 15 West 16th St., New York, NY 10011, 212-620-2000  
Publishes a directory of public and private agencies for the blind and visually handicapped.

**ARCHITECTURAL AND TRANSPORTATION BARRIERS COMPLIANCE BOARD**, 330 "C" St., S.W.—Room 1010, Washington, DC 20201, 202-245-1591  
Has available publications and films on architectural and transportation barriers, and accessibility.

**ARTHRITIS INFORMATION CLEARING HOUSE**, P.O. Box 34427, Bethesda, MD 20014, 301-881-9411  
A central source of information on this subject.

**ASSOCIATION OF PHYSICAL PLANT ADMINISTRATORS OF UNIVERSITIES AND COLLEGES**, 11 Dupont Circle—Suite 250, Washington, DC 20036, 202-234-1663

Plans to publish a catalogue of products used in the renovation and remodeling of buildings for purposes of accessibility and architectural barrier removal.

**BARRIER FREE ENVIRONMENTS**, P.O. Box 30634, Raleigh N.C. 27622, 800-344-5854 (except North Carolina), 800-662-7409 (North Carolina only)

Conducts advocacy training workshops for disabled persons and parents of the disabled working to promote architectural and program accessibility under Section 504 of the Rehabilitation Act of 1973.

**BETTER HEARING INSTITUTE**, 1430 "K" St., N.W.—Suite 600, Washington, DC 20005, 202-638-7577

Serves as a central source of information on hearing loss and hearing aid, and other help. Its toll free number is 800-424-8576.

**B'NAI B'RITH INTERNATIONAL**, 1640 Rhode Island Ave., N.W. Washington, DC 20036, 202-857-6600

Publishes a number of pamphlets on career-planning and education for the handicapped.

**BRAIN INFORMATION SERVICE**, Center for the Health Sciences, University of California, Los Angeles, CA 90024, 213-825-6011

Serves as a central source of information on literature in the neurological sciences, including neurological aspects of handicapping conditions.

**BUREAU OF THE CENSUS, (CONSUMER EXPENDITURES AND WEALTH STATISTICS BRANCH)**, U.S. Department of Commerce, Federal Office Bldg. 3—Room 2312, Washington, DC 20233, 301-763-5032

The central source of statistical information on the disabled population of the United States.

**CALIFORNIA STATE UNIVERSITY AT HAYWARD**, c/o Will McCurdy, Research Associate, Computer Center, Hayward, CA 94542, 415-881-3099 or 881-3781

Plans to publish a directory of modified computer equipment for the disabled.

**CANCER INFORMATION CLEARING HOUSE**, National Cancer Institute, 7910 Woodmont Ave.—Suite 1320, Bethesda, MD 20014, 301-496-4070

A central source of information on this subject.

**CENTER FOR INNOVATION IN TEACHING THE HANDICAPPED**, Dissemination And Retrieval Unit, Indiana University, 2805 East 10th St., Bloomington, IN 47401, 812-337-5847

Collects and disseminates a wide variety of teach-training materials in both printed and audio-visual forms, in the area of special education.

**CLOSER LOOK**, 1201 16th St., NW—Suite 606-E, Washington, DC 20036, 202-833-4160

Operates a national information center for the handicapped, with special emphasis on the education of handicapped children.

**CLOTHING RESEARCH AND DEVELOPMENT FOUNDATION**, P.O. Box 347, Milford, NJ 08848, 201-996-2904

Serves as a clearing house of information on clothing for handicapped persons.

**COMMISSION ON ACCREDITATION OF REHABILITATION FACILITIES**, 2500 North Pantano Road, Tucson, AZ 85715, 602-886-8575

Has a directory of rehabilitation facilities accredited by this Commission.

**COMPREHENSIVE EMPLOYMENT AND TRAINING ADMINISTRATION**, 601 D St., N.W.—Room 5402, Washington, DC 20213, 202-376-6366

The central source of information regarding employment programs funded under the Comprehensive Employment and Training Act.

**CONVENTION OF AMERICAN INSTRUCTORS OF THE DEAF**, 5034 Wisconsin Ave., N.W., Washington, DC 20016, 202-363-1327

Publishes The American Annals of the Deaf, a directory of organizations, agencies, programs and services in the field of education and training of the deaf.

**ERIC (EDUCATIONAL RESOURCES INFORMATION CENTER)**, Clearinghouse for Counseling Personnel Services, 2108 School of Education, University of Michigan, Ann Arbor, MI 48109, 313-764-9492

Serves as a central source of information on literature in the fields of counseling and related helping professions.

**ERIC (EDUCATIONAL RESOURCES INFORMATION CENTER)**, Clearinghouse on Handicapped and Gifted Children, Council for Exceptional Children, 1920 Association Drive, Reston, VA 22091, 703-620-3660, 800-336-3738

Serves as a central source of information on resources, trends, programs and services for handicapped and gifted children.

**ERIC (EDUCATIONAL RESOURCES INFORMATION CENTER)**, Clearinghouse on Reading and Communication Skills, National Council of Teachers of English, 1111 Kenyon Road, Urbana, IL 61801, 217-328-3870

Serves as a central source of information on literature regarding human communication and the language arts, including material on learning disabilities and arts programs for the handicapped.

**FEDERAL PROGRAMS ADVISORY SERVICE**, 2120 "L" St., N.W. — Suite 210, Washington, DC 20037, 202-872-1766

Has published the Federal Requirements Handbook for compliance with federal laws affecting the handicapped, and updates it continually as new regulations are issued.

**FIRING AND ASSOCIATES**, 4079C 24th St., San Francisco, CA 94114, 415-647-5450

Published a statistical study entitled, "The Physically Impaired Population of the United States."

**GALLAUDET COLLEGE**, 7th and Florida, N.E., Washington, DC 20002, 202-651-5000

Publishes numerous leaflets, pamphlets and books on all aspects of deafness and the deaf.

**GREATER DETROIT SOCIETY FOR THE BUND, (OCCUPATIONAL INFORMATION LIBRARY)**, 1401 Ash St., Detroit, MI 48208, 313-964-1233

Publishes a catalogue of job descriptions for positions held by blind and visually handicapped persons.

**GREEN PAGES**, P.O. Box 1586, Winter Park, FL 32790, 305-628-0545

Publishes a directory of available services and technological aids for the disabled.

**HAROLD RUSSELL ASSOCIATES**, 235 Bear Hill Road, Waltham, MA 02154, 617-890-2698

A consulting firm in the area of affirmative action for the handicapped.

**HIGH BLOOD PRESSURE INFORMATION CENTER**, 120/80 National Institute of Health, Bethesda, MD 20205, 301-496-1809  
A central source of information on this subject.

**HUMAN POLICY PRESS**, Center on Human Policy, P.O. Box 127—University Station, Syracuse, NY 13210, 315-423-3851  
Has published a large number of books and pamphlets regarding attitudes toward the disabled, with special emphasis on increasing awareness of disabilities among non-disabled children.

**HUMAN RESOURCES CENTER**, Albertson, NY 11507, 516-747-5400  
Serves as a center for research and information on employment of the disabled.

**INDEPENDENT LIVING PROJECTS**, Office of Program Development, Rehabilitation Services Administration, Mary E. Switzer Bldg.—Room 3216, 330 "C" St., S.W., Washington, DC 20201, 202-245-0890  
The central source of information on Independent Living Centers which are funded by the federal government.

**INDIANA UNIVERSITY, (HANDICAPPED LEARNER MATERIALS DISTRIBUTION CENTER)**, Audio-Visual Center, Indiana University, Bloomington, IN 47405, 812-337-1511  
Serves as a national center for the dissemination of films, video tapes, and other instructional materials regarding the handicapped.

**INDICES, INC.**, 5827 Columbia Pike, Falls Church, VA 22041, 703-931-9455  
Publishes "how-to" guides, manuals, surveys and reports for the benefit of employers of disabled persons, special education administrators and other handicap-related program directors.

**INDUSTRY-LABOR COUNCIL**, Human Resources Center, Albertson, NY 11507, 516-747-5400  
An association of labor unions and industrial corporations which have an interest in the recruitment of disabled persons. The Council conducts workshops, seminars and conferences, and provides direct assistance to its members. It also publishes and distributes research and technical materials, and acts as an information exchange center.

**INFORMATION EXCHANGE PROGRAM**, Hot Springs Rehabilitation Center, P.O. Box 1358, Hot Springs, Arkansas 71901, 501-624-4411, Ext. 299

Publishes and disseminates periodicals, directories and research results on behalf of the rehabilitation research and training centers.

**Information And Research Utilization Center, AMERICAN ALLIANCE FOR HEALTH, PHYSICAL EDUCATION, RECREATION AND DANCE**, 120116th St., N.W., Washington, DC 20036, 202-833-5547  
Serves as a central source of information on resources, activities, programs, services and trends in the fields of physical education and sports, recreation and dance for the handicapped.

**INTERNATIONAL ABILITIES UNLIMITED**, 2945 Harding St., Suite 107, Carlsbad, California 92008, 714-729-0853  
Organizes an annual exposition of products and services for the disabled, and publishes a directory of exhibitors.

**INTERNATIONAL ASSOCIATION OF INDUSTRIAL ACCIDENT BOARDS & COMMISSIONS**, P.O. Box 2917, Olympia, WA 98507, 206-754-3793

Serves as a central source of information on State Workers Compensation Boards and their activities.

**INTERNATIONAL REHABILITATION FILM REVIEW LIBRARY**, 20 West 40th St.—2nd Floor, New York, NY 10018, 212-869-0460

Houses a very large collection of both American and overseas films about all aspects of disability and rehabilitation.

**KEMP AND YOUNG**, 6700 Squibb Road—Suite 106, Mission, KS 66202, 913-677-1800

A consulting firm in the area of affirmative action for the handicapped.

**MAINSTREAM, INC.**, 1200 15th St., N.W.—Suite 403, Washington, DC 20005, 202-833-1136

A not-for-profit consulting firm in the area of affirmative action for the handicapped. Operates a toll free information hotline (800-424-8089) on all disability-related subjects.

**Materials Development Center, STOUT VOCATIONAL REHABILITATION INSTITUTE**, School of Education and Human Services, University of Wisconsin—Stout, Menomonie, WI 54751, 715-232-1342

Serves as a central source for the collection and dissemination of information in both printed and audio-visual forms, in the areas of vocational evaluation, work adjustment, rehabilitation agency administration and sheltered workshop management.

**MENTAL HEALTH MATERIALS CENTER**, 30 East 29th St., New York, NY 10016, 212-889-5760

Serves mental health agencies by gathering and evaluating educational materials in the field.

**NATIONAL CENTER FOR A BARRIER FREE ENVIRONMENT**, 1140 Connecticut Ave., N.W.—Suite 1006, Washington, DC 20036, 202-466-6896

Serves as a central source of information on problems of accessibility and architectural barrier removal.

**NATIONAL CENTER FOR HEALTH STATISTICS**, Health Resources Administration, Public Health Service, U.S. Dept. of Health and Human Services, 3700 East-West Highway, Room 1-57, Hyattsville, MD 20782, 301-436-8500

Serves as a central focus for the collection and dissemination of statistical data on injury, illness and disability in the United States.

**NATIONAL CLEARINGHOUSE ON AGING**, Administration on Aging, U.S. Dept. of Health and Human Services, 330 Independence Ave., S.W., Washington, DC 20201, 202-245-2158

Serves as a central source of information on the problems of the aging and on federal government and other programs and resources available to the elderly. Includes information on disability as it relates to persons over 60 years of age.

**NATIONAL CLEARINGHOUSE FOR ALCOHOL INFORMATION**, 1776 East Jefferson St.—4th Floor, Rockville, MD 20852, 301-468-2600

A central source of information on this subject.

**NATIONAL CLEARINGHOUSE FOR DRUG ABUSE INFORMATION**, 5600 Fishers Lane—Room 10A-53, Rockville, MD 20852, 301-443-6500

A central source of information on this subject.

**NATIONAL CLEARINGHOUSE FOR HUMAN GENETIC DISEASES**, 1776 East Jefferson St., Rockville, MD 20852, 301-279-4642

Serves as a central source of information on some 2800 genetic diseases, and provides information on genetic counseling services and programs.

**NATIONAL CLEARINGHOUSE FOR MENTAL HEALTH INFORMATION**, National Institute of Mental Health, 5600 Fishers Lane—Room 11A-33, Rockville, MD 20852, 301-443-4517

A central source of information on this subject.

**NATIONAL CLEARINGHOUSE OF REHABILITATION TRAINING MATERIALS**, Old USDA Bldg., Room 115, Oklahoma State University, Stillwater, OK 74078, 405-624-7650

Collects and disseminates rehabilitation research and training materials.

**NATIONAL DIABETES INFORMATION CLEARINGHOUSE**, 805 Fifteenth St., NW—Suite 500, Washington, DC 20005, 202-638-7620

A central source of information on this subject.

**NATIONAL EASTER SEAL SOCIETY FOR CRIPPLED CHILDREN AND ADULTS**, 2023 West Ogden Ave., Chicago, IL 60612, 312-243-8400

Publishes an extensive catalogue of its publications regarding many aspects of physical disability.

**NATIONAL ENDOWMENT FOR THE ARTS, (ARTS AND SPECIAL CONSTITUENCIES PROJECT)**, 1419 27th St., N.W., Washington, DC 20007, 202-333-1712

Serves as a central source of information on disabled artists, as well as arts programs which are accessible to the disabled.

**NATIONAL FEDERATION OF THE BLIND**, National Center for the Blind, 1800 Johnson St., Baltimore, MD 21230, 301-659-9314

The prime source of information on employment of the blind and attitudes toward blindness. Has produced, among other publications, a catalogue of positions held by blind persons and case histories of discrimination on the basis of blindness.

**NATIONAL HEALTH INFORMATION CLEARING HOUSE**, 1300 Wilson Blvd.—Suite B2-11, Rosslyn, VA 22209, 202-472-5730

Plans to serve as a central source of information on all other existing information clearing houses.

**NATIONAL INFORMATION CENTER ON SPECIAL EDUCATION MATERIALS**, University of Southern California, University Park, Los Angeles, CA 90007, 213-741-2311

Compiles indices and bibliographies of special education materials for the handicapped.

**NATIONAL INSTITUTE FOR ADVANCED STUDIES**, 1133 15th St., N.W., Suite 1000, Washington, DC 20005, 800-424-5068

Provides technical assistance to social service agencies which are seeking to comply with the regulations to Section 504 of the Rehabilitations Act of 1973, as amended.

**NATIONAL LIBRARY SERVICE FOR THE BUND AND PHYSICALLY HANDICAPPED (REFERENCE SECTION)**, Library of Congress, Washington, DC 20542, 202-882-5500

Publishes a number of informational leaflets and reference circulars on subjects of interest to the print-handicapped.

**NATIONAL REHABILITATION INFORMATION CENTER**, Catholic University of America, 4407 8th St., N.E., Washington, DC 20064, 202-635-5822 (Voice), 202-635-5885 (TTY)

Has a computerized data base and information service on all aspects of rehabilitation.

**NATIONAL SAFETY COUNCIL**, 444 North Michigan Ave., Chicago, IL 60611, 312-527-4800

Serves as a central source of information on industrial accidents and accident prevention.

**NATIONAL TECHNICAL INSTITUTE FOR THE DEAF**, 1 Lomb Memorial Drive, Rochester, NY 14623, 716-475-6400

A national center on employment of the deaf. Publishes numerous leaflets and pamphlets on all aspects of deafness and deaf employment.

**OFFICE FOR HANDICAPPED INDIVIDUALS (CLEARINGHOUSE ON THE HANDICAPPED)**, U.S. Department of Health and Human Services, Hubert H. Humphrey Bldg.—Room 339-D, 200 Independence Ave., S.W., Washington, DC 20201, 202-245-6646

Serves as a central clearinghouse of information on the handicapped. Publishes "A Pocket Guide to Federal Help for the Disabled Person," and is due to publish a "Directory of National Information Sources on Handicapping Conditions and Related Services."

**OFFICE OF SELECTIVE PLACEMENT PROGRAMS**, 1900 E" St., N.W.—Room 6514, Washington, DC 20415, 202-632-4437

Serves as the focal point for information on the recruitment and employment of handicapped persons by the federal government. Has developed a one-day course for the training of federal government supervisors in the successful supervision of handicapped employees.

**PEOPLE TO PEOPLE COMMITTEE FOR THE HANDICAPPED**, 1522 "K" St., N.W.—Suite 1130, Washington, DC 20005, 202-638-2487

Publishes a directory of organizations interested in the handicapped.

**PORTER-SARGENT PUBLISHERS, INC.**, II Beacon St., Boston, MA 02108, 617-523-1670

Publishes the Directory for Exceptional Children which includes comprehensive listings of medical facilities, educational programs and other services.

**PRESIDENT'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED**, 1111 20th St., NW—Room 636, Washington, DC 20036, 202-653-5067

Serves as a general source of information on employment of the disabled, and related subjects. Publishes numerous leaflets and pamphlets, and has a film-lending library. Also sponsors an annual trade show for manufacturers of technological devices and equipment for the disabled.

**PRESIDENT'S COMMITTEE ON MENTAL RETARDATION**, Washington, DC 20201, 202-472-1668 (temporary)

Has available a large number of publications on all aspects of mental retardation.

**PROJECTS WITH INDUSTRY**, Division of Innovative Programs and Demonstrations, Rehabilitation Services Administration, U.S. Department of Education, Mary E. Switzer Bldg.—Room 3411, 330 "C" St., S.W., Washington, DC 20201, 202-472-4186

Serves as the central source of information on the activities of all such projects which are funded, in large part, by the federal government.



**PSYCHOLOGICAL ABSTRACTS INFORMATION SERVICES**, American Psychological Association, 1200 17th St., N.W., Washington DC 20036, 800-336-5980 (Except Washington, D.C. and Virginia), 202-833-5908 (Washington, D.C. and Virginia)

Serves as a central source of information on literature in the behavioral sciences, including the psychological aspects of disability.

**PUBLIC AFFAIRS COMMITTEE**, 381 Park Ave. South—Room 1101, New York, NY 10016, 212-683-4331

Publishes numerous informational pamphlets on a wide variety of subjects, including issues related to disability and rehabilitation.

**REGIONAL REHABILITATION RESEARCH INSTITUTE**, Industrial Social Welfare Center, Columbia University School of Social Work 622 West 113th St., New York, NY 10025, 212-280-5173

Published numerous pamphlets and conference proceedings on the subject of affirmative action for the disabled in the role of social worker in industry, with special emphasis on the mentally ill and mentally restored employee.

**REGIONAL REHABILITATION RESEARCH INSTITUTE ON ATTITUDINAL, LEGAL AND LEISURE BARRIERS**, 1828 "L" St., NW—Suite 704, Washington, DC 20036, 202-676-6377

Published numerous educational pamphlets, bibliographies and other materials on the subject of attitudinal, legal and leisure barriers to the disabled.

**REGISTRY OF INTERPRETERS FOR THE DEAF**, 814 Thayer Ave Silver Spring, MD 20910, 301-588-1025

A nationwide registry of certified sign language interpreters for the deaf.

**REHABILITATION SERVICES ADMINISTRATION**, Mary E. Switzer Bldg.—Room 3086, 330 "C" St., S.W., Washington, DC 20201, 202-472-3185

Serves as a central source of information on all government-funded rehabilitation programs.

**SENSORY AIDS FOUNDATION**, 399 Sherman Ave.—Suite 12 Palo Alto, CA 94306, 415-329-0430

Authored a directory of technological aids and devices for the blind and visually handicapped.

**SISTER KENNY INSTITUTE**, 2727 Chicago Ave., Minneapolis MN 55407, 612-874-4400

Publishes numerous leaflets, pamphlets, handbooks and directories on a wide variety of subjects related to disability.

**SOCIOLOGICAL ABSTRACTS, INC.**, P.O. Box 22206, San Diego CA 92122, 714-565-6603

Serves as a central source of information on literature in the social sciences, including the sociological aspects of disability.

**SPECIAL CENTERS OFFICE**, National Institute on Handicapped Research, Office of Special Education and Rehabilitative Services, Mary E. Switzer Bldg.—400 Maryland Ave., S.W., Washington, DC 20202, 202-245-0072

Serves as a central source of information on the activities of rehabilitation engineering programs, and rehabilitation research and training centers and institutes, which are funded by the federal government.

**TELECOMMUNICATIONS FOR THE DEAF**, 814 Thayer Ave. Silver Spring, MD 20910, 301-587-1788

Compiles a directory of TTY telephone users.

**TEL-MED, INC.**, National Headquarters, 22700 Cooley Drive, Colton, CA 92324, 714-825-6034

Has a library of tape-recorded messages on over 300 health care subjects. Tapes are disseminated to hospitals, clinics and other organizations licensed to play them over the telephone to interested callers.

**THERAPEUTIC RECREATION INFORMATION CENTER**, Department of Physical Education and Recreation, University of Colorado, P.O. Box 354, Boulder, CO 80309, 303-492-7333

Serves as a central source of information on resources, activities, programs and services in the field of physical education and recreation for the ill, disadvantaged, disabled and aging.

**UNITED STATES EMPLOYMENT SERVICE**, 601 "D" St., NW—Room 8000, Washington, DC 20213, 202-376-6289

Serves as a central source of information on the nation's State Employment Service system.

**UNITED STATES OFFICE OF EDUCATION (OFFICE OF SPECIAL EDUCATION)**, 400 Maryland Ave., S.W., Donohoe Building, Room 4030, Washington, DC 20202, 202-245-9661

Serves as a central source of information on special education projects and programs throughout the country.

**UNIVERSITY OF SOUTHERN MAINE (DISABILITY INFORMATION CENTER)**, 246 Deering Avenue, Portland, Maine 04102, 207-780-4430

Has accumulated a large amount of research material on attitudinal barriers faced by disabled people.

**VETERANS ADMINISTRATION**, 810 Vermont Ave., N.W., Washington, DC 20420, 202-393-4120

Serves as a central source of information on government-sponsored rehabilitation programs for disabled veterans.

**WEST VIRGINIA RESEARCH AND TRAINING CENTER**, 1223 Myers Ave., Dunbar, West Virginia 25064, 304-348-6340

Published manuals, handbooks, pamphlets and leaflets on the subject of affirmative action programs for the disabled, with special emphasis on the perspective of the rehabilitation counselor and administrator.

**WESTERN MARYLAND COLLEGE (TOTAL COMMUNICATION LABORATORY)**, Westminster, MD 21157, 301-848-7000

Developed a series of films designed to assist in the understanding of deafness.