



**BARNSTABLE COUNTY
DEPARTMENT OF HUMAN SERVICES**

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ACCESSIBLE MEETING NOTICES & RESOURCES

1. The following accessibility statement should be included on public meeting notices:

“If you have a disability and wish to request assistance, please contact [insert Department contact] at [phone number or email] by [date, if necessary]”.

2. Along with the statement, you may also include these access symbols on meeting notices.



3. Requests for auxiliary aids or materials in alternative format such as large print or braille should be made as soon as possible but no later than 48 hours before the scheduled event. Sign language interpreter requests require at least two (2) week notice.
4. General Assistive Hearing Devices. The Department of Human Services has two (2) assistive hearing devices available.
5. Braille Translation or Large Print.
 - Brooks Free Library, 739 Main St., Harwich MA VITAL (Visually Impaired Technology at the Library). <http://www.brooksfreelibrary.org/disabilityservices.asp>
Carla Burke, Disability Services, Tel: 508-430-7562 or cburke@clamsnet.org
6. Sign language interpreters or CART service requests should be made directly to the Massachusetts’s Department of Interpreter/CART Services. Requests should be made at least 2 weeks in advance.
 - [Online](http://www.mass.gov/eohhs/gov/departments/mcdhh/request-an-interpreter.html) at <http://www.mass.gov/eohhs/gov/departments/mcdhh/request-an-interpreter.html>
 - By Telephone 8:45 a.m. and 5:00 p.m. at 617-740-1600 VOICE and 617-740-1700 TTY. Legal emergencies are received 24 hours 7 days/week at 800-249-9949 TTY/VOICE
 - By Fax: 617-740-1880
 - [Interpreter/CART Request Form](#) 

Updated 1/31/17

Creating a Healthy Connected Cape Cod

The Mission of the Department of Human Services is to plan, develop, and implement programs which enhance the overall delivery of human services in Barnstable County and promote the health and social well-being of County residents through regional efforts that improve coordination of services.