

# Where is my employee disability-related, accommodation information kept?

## Tell Me

1. All material and information collected from an employee regarding an accommodation request are confidential information and kept in a separate file.
  2. Upon completion of the decision making process regarding the accommodation request, all material collected will be kept in a separate, locked file by the Employee Relations staff.
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## Related FAQs

- [How do employees request a workplace accommodation at UNC Charlotte?](#)
- [What is accessibility?](#)
- [Do employees have to provide verification of disability if asking for a workplace accommodation?](#)
- [Who will receive information about my health condition and/or my request for a workplace accommodation?](#)
- [What steps do supervisors take when an employee asks for an accommodation?](#)