If an employee/applicant has a disability that substantially limits his or her ability to perform the essential functions of the position held or desired and an accommodation is needed to perform the essential functions, please use this flowchart as an outline of the process to follow when considering an accommodation request. A disability is a physical or mental impairment that substantially limits the ability to walk, talk, see, hear, learn, breathe, take care of oneself, or work. Some examples are: multiple sclerosis, diabetes, deafness, blindness, learning disability, emphysema, asthma, depression, anxiety disorder, emotional disorder, lupus, heart disease, cancer, AIDS, etc. If there is a record of a disability, there may also be a need for an accommodation to perform the essential functions of the job. Some examples are a record of cancer, HIV positive status, polio, hypertension, heart attack, etc. Routine illness or temporary medical conditions typically are not considered a disability and the employee is expected to use sick leave or medical leave. Examples are influenza, a cold, mumps, pneumonia, shingles, a broken arm, or other medical conditions where recovery is expected within a reasonable period of time. However, if there are complications or "extended" treatment is required, such conditions may be considered a disability.