Psychiatric Disabilities Documentation Requirements

EVALUATION BY AN APPROPRIATE EXPERT
Students requesting accommodations on the basis of a psychiatric disability are requested to provide documentation from a licensed clinical psychologist (Ph.D.), psychiatrist (M.D.), licensed clinical social worker, or licensed professional counselor.

DOCUMENTATION MUST BE CURRENT
Because of the variable nature of psychiatric disabilities, students registering for the first time are requested to submit documentation from an assessment conducted no more than six months prior to the date of registration with the OSSD. Frequent updates may need to be provided depending on the nature of the academic adjustments requested. A school plan such as an IEP or 504 Accommodation Plan is insufficient documentation.

DOCUMENTATION MUST INCLUDE, BUT IS NOT LIMITED TO, THE FOLLOWING ELEMENTS:

1. DIAGNOSIS
   The report must address a specific, current psychiatric diagnosis as per the DSM-V (including diagnostic codes) which indicate the nature, frequency and severity of the symptoms upon which the diagnosis was predicated. A diagnosis without an explicit listing of current symptoms is not sufficient. Primary and secondary Axis I and Axis II diagnoses are required.

2. MEDICATIONS
   Prescribed medications, dosages, schedules and side effects which may influence the type of accommodations provided should be addressed. Medication cannot be used to imply a diagnosis.

3. CLINICAL SUMMARY
   This portion of the evaluation must address:
   a. The substantial limitations to major life activities posed by the psychiatric disability.
   b. The extent to which these limitations would impact the academic context for which accommodations are being requested.
   c. Suggestions as to how the specific effects of the psychiatric disability may be accommodated.
   d. The rationale for the suggested accommodations.

4. ADDITIONAL REQUIREMENTS
   All reports must be in narrative format, typed, and signed by the appropriate clinician. Documentation must be submitted on the official letterhead of the professional diagnosing the disability. Chart or clinic notes are not acceptable forms of documentation.