

Office for Students with Disabilities

Documentation Requirements for Psychological and/or Psychiatric Disability

In order to provide reasonable and appropriate academic accommodations to self-identifying students with disabilities under the Americans with Disabilities Act (ADA), Amendments Act (ADAAA), and Section 504 of the Rehabilitation Act of 1973, LSSC's Office for Students with Disabilities (OSD) requires documentation which shows the current disability and its impact on academic functioning. The documentation provided must include the following information:

- Documentation **must** be reasonably current.
- The name, title, and professional credentials of the evaluator, including license or certification numbers, **must** be included in the letter or report. Professionals conducting the evaluation/assessment must be qualified to do so.
- Letters or reports **must** be on letterhead, typed, dated, with a signature of the doctor or evaluator and must clearly state the specific diagnosis of the disability. Terms such as "suggest" or "is indicative of" are not acceptable.
- A clinical diagnosis is not synonymous with a disability. Documentation **must** indicate the student's specific current functional impairment(s) and describe how the disorder/impairment substantially limits one or more major life activities (related to academic performance).
- The functional impacts from medication side effects should be stated in the letter or report.
- **Sufficient documentation must clearly show the presence of a disabling condition and clearly justify the need for reasonable accommodations. A doctor's prescription pad note or hand-written note is not sufficient documentation in and of itself, but can be included as part of a more comprehensive evaluative report. Additional documentation or information may be necessary, however; all information is confidential and will be used only to determine eligibility for services and to assist the student.**

Specific Documentation Information Needed

Psychological and/or Psychiatric Disability

Psychological evaluation or letter from a psychiatrist, psychologist, LMHC, LMFC, or LCSW that includes:

- Clear statement of the condition with the DSM-5 diagnosis
- A description of the symptoms which meet the criteria for the diagnosis
- Information about current prescribed medications used to treat the disability and possible side effects
- A description of the functional limitation(s) caused by the disability. How does this impact the student in an academic setting?
- Recommendations for reasonable academic accommodations