Requirements for Disability Documentation

Introduction

The Harris Family Center for Disability and Health Policy (HFCDHP) at Western University of Health Sciences (WesternU) is committed to providing academic accommodations and services to qualified students with disabilities to mitigate functional limitations/barriers related to students' disabling condition(s).

Guidelines for Disability Documentation

Documentation serves as the foundation that supports a student's request for reasonable accommodations; therefore, the following should be included:

1. A qualified professional must conduct the evaluation;
2. Documentation should be current:
   - Learning disability/ADHD: dated within the last three to five years;
   - Psychological disability: dated within the last three years;
   - Physical disability: dated within the last three years;
   - Chronic illness: dated within the last three years; and
   - Sensory (vision, hearing, communication): dated within the last three years.
3. Documentation must be printed on professional letterhead, signed, and dated by the certified professional, and include their credentials and license number. Healthcare providers may choose to complete HFCDHP's Disability Verification Form instead of writing a letter.
4. Documentation should address the following:
   - Procedures and assessments used to diagnose the condition.
   - The extent to which the condition interferes with a major life activity.
   - What disability-related barrier(s) is the student experiencing?
   - What are the functional limitations the student is experiencing?
   - What is the specific condition/disability that is causing the barrier(s)?
   - How does the condition and current treatment impact the student's ability to function in the university environment?
   - What accommodation(s) are recommended to mitigate those barrier(s)?
   - What is the duration, severity, and prognosis of the condition(s)?

Please direct any questions regarding these requirements to disabilityaccommodations@westernu.edu.