



Documentation Guidelines for Students with Chronic Illness/Medical Disability

Professional qualifications of the evaluator:

Students requesting educational accommodations and services on the basis of chronic illness or a medical disability must provide current documentation from a medical doctor (M.D.), a doctor of osteopathy (D.O.), a licensed chiropractor, or a nurse with an advance degree (A.P.R.N.). The evaluator must be an impartial individual who is not a family member of the student.

- The physician's license number certifying his or her status as a practicing medical doctor or doctor of osteopathy.
- The nurse's license number certifying his or her status as a practicing nurse.
- **All documentation reports must be typewritten and signed on professional letterhead bearing the qualified medical professional's address, phone and clinical affiliation.**

Diagnostic and treatment information:

- The report must describe the type and severity of the individual's symptoms at the time of first diagnosis and state the approximate date of onset. It should describe the subsequent progress and treatment of the condition.
- The report must contain a description and severity of the individual's current symptoms.
- The report must detail any currently prescribed or recommended treatment, care, or assistive devices. Examples include medical treatment, physical therapy or other therapies, dietary requirements, mobility devices or other assistive devices, and full- or part-time attendant care.

Current impact of the disability:

- The report should describe the manner and level of severity with which the disability currently impacts general functioning.
- The report should describe the manner and level of severity with which the disability currently impacts academic functioning, e.g., reading, memorizing, writing, notetaking, test-taking.
- The report should indicate any types of activity that might be a typical part of a college program that are specifically contraindicated by the student's disability.

Recommendations for the student's academic program:

The report should contain the following:

- Recommendations for specific reasonable accommodations that are needed to address the current and substantial impact of the disability on the student's academic functioning.
- Suggestions about how the specific effects of the chronic health/medical disability may be accommodated.

Please send documentation forms to:

Student Accessibility Services
Worcester State University
486 Chandler Street
Worcester, MA 01602-2597
Phone: 508.929.8733 Fax: 508.929.8214
Email: sas@worchester.edu