

## **Documentation Guidelines Psychological Disorders**

Please provide the following documentation:

- Documentation should be on a letterhead, dated and signed by a qualified professional or evaluator, e.g. identifying credentials with license number(s).
- The substantial limitation in a major life activity should be described.
- Recommendations of appropriate accommodations (e.g. extra time, frequent breaks).
- Documentation should reflect data collected within three years of the request for services unless the condition is of a permanent and non-varying nature. However, if additional accommodations are requested due to changes in functional limitations, updated documentation may be requested.
- A diagnosis consistent with the most recent DSM/ICD, if appropriate.
- Description of the history, current symptoms, and severity of the disorder.
- Additional descriptions of the expected progression, duration, and stability of the condition.
- Description of the current functional limitations impacting the student in the academic setting.
- Discuss any current medication and how it impacts the individual's limitations.