Disability Resource Center
3100 Telegraph Ave. Ste. 1000
Oakland, CA 94609
Ph.510-879-9233
Fax 510-457-2628

https://www.samuelmerritt.edu/disability-resource-center

Psychiatric Disability Verification Form

The Disability Resource Center (DRC) provides academic services and accommodations for students with diagnosed disabilities. It is the student's responsibility to provide documentation that identifies a diagnosed disability covered under Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act (ADA) of 1990.

DRC requires current and comprehensive documentation in order to determine appropriate services and accommodations. The outline below has been developed to assist the student in working with the treating or diagnosing healthcare professional(s) in obtaining the specific information necessary to evaluate eligibility for academic accommodations.

The healthcare professional(s) conducting the assessment and/or making the diagnosis must be qualified to do so.

Forms must be completed as thoroughly as possible. Inadequate information, incomplete answers and/or illegible handwriting will delay processing and result in follow up contact with the healthcare professional.

The healthcare provider should attach any reports which provide additional related information (e.g. psycho-educational testing, neuropsychological test results, etc.). **If a comprehensive diagnostic report is available that provides the requested information, copies of that report can be submitted for documentation instead of this form.**

Please do not provide case notes or rating scales without a narrative that explains the results.

In addition to the requested information, please attach any other information you think would be relevant to the student's need for academic adjustments.

Complete the Healthcare Provider Information section on the last page and mail or fax it to the address provided above.

If you have questions regarding this form, please call or email the DRC office at 510-879-9233 or DRC@samuelmerritt.edu

STUDENT SIGNED CONSENT FOR RELEASE OF INFORMATION
(Print or Type)

Name (Last, First, Middle): _____

Date of Birth:_____ID No:_____

Status (check one):
- ☐ Current SMU student
- ☐ Transfer student
- ☐ Prospective student

Local phone: (_____)-_____-_____

Cell phone: (_____)-_____-_____

SMU E-Mail address: _____

Personal E-mail address:_____(for non-admitted students)

I hereby authorize my Healthcare Provider to release information requested in this document and further authorize DRC to communicate with the named individual or agency identified below to obtain clarification as needed to determine my eligibility for disability services at SMU. This authorization is valid for 6 months.

Student Signature_____Date:_____

Parent Signature (If student is under 18):_____Date: _____

DIAGNOSTIC INFORMATION

(Please Print Legibly or Type)

Please provide responses to the following items by typing or writing in a legible fashion. Illegible forms will delay the documentation review process for the student.

1. Date of Diagnosis:_____2. Date student was last seen _____

3. DSM-V Diagnosis (please indicate DX, with any applicable subtype(s) and additional specifiers):

_____

_____

_____

_____

_____

4. In addition to DSM-V criteria, how did you arrive at your diagnosis?

- ☐ Structured or unstructured interviews with the student
- ☐ Interviews with other persons
- ☐ Behavioral observations
- ☐ Developmental history
- ☐ Educational history
- ☐ Medical history
- ☐ Neuro-psychological testing. Date(s) of testing? _____
- ☐ Psycho-educational testing. Date(s) of testing? _____
- ☐ Standardized or non-standardized rating scales Other. (Please specify)

  _____

5. What is the severity of the disorder? ☐ Mild ☐ Moderate ☐ Severe

Please describe the severity circled above:

_____

_____

_____

_____

_____

6. What is the expected duration of this disability?

_____

_____

_____

_____

_____

7. Major Life Activities Assessment:

Please check which of the following major life activities listed above are affected because of the impairment. Indicate severity of limitations.

Life Activity	Negligible	Moderate	Substantial	Don't Know
Concentrating				
Memory				
Eating				
Social Interactions				
Self Care				
Regular Attendance				
Keeping appointments				
Stress Management				
Managing internal distractions				
Managing external distractions				
Sleeping				
Organization				

8. Please describe the student's symptoms relating to this diagnosis.

9. What specific symptoms does the student have that might affect the student's academic performance?

10. Describe any situations or environmental conditions that might lead to an exacerbation of the condition.

11. Is this student currently receiving therapy or counseling?

☐ Yes ☐ No ☐ Not Sure

12. What medications is the student currently taking? How effective is the medication? How might side effects, if any, affect the student's academic performance?

13. Please state specific **suggestions** regarding academic accommodations for this student, and a **rationale** as to why these accommodations/adjustments/services are warranted based upon the student's functional limitations. Indicate why the accommodations are necessary.

14. If the current treatments (i.e. Medications and therapy) are successful, state the reasons the above academic adjustments, auxiliary aids, and/or services are necessary.

_____

_____

_____

_____

_____

_____

HEALTHCARE PROVIDER INFORMATION

Provider Signature:_____ **Date**: _____

Provider Name (Print): _____

Title:_____ **License or Certification #:** _____

Address: _____

_____

Phone Number: **(_____)-_____-_____**

FAX Number: **(_____)-_____-_____**

The information you provide will *not* become part of the student's academic records, but it will be kept in the student's file at DRC, where it will be held strictly confidential. Files are purged after 7 years in compliance with state requirements. This form may be released to the student at their request.