



The Student Disability Services office will accept diagnoses of Attention Deficit Disorder (ADD) and/or Attention Deficit/Hyperactivity Disorder (ADHD) that are based on appropriate diagnostic evaluations. The evaluation must be conducted by a trained and qualified professional (i.e., psychiatrist, psychologist, neuropsychologist or other certified and/or licensed mental health or medical professional or student clinician being supervised by a qualified professional).

Currency of Documentation: Supporting documentation from an appropriate licensed medical and/or educational professional is required in order to substantiate an individual's request for an accommodation. This individual must have the necessary qualifications to accurately and properly diagnose the disability. The information required to support the accommodation request may vary depending on the nature of the disability. This information should be dated within the past 18 months, though there may be times when the University can accept older documentation based on an individual's specific circumstances.

The report should be printed on professional letterhead and may not be written by an immediate family member of the individual. The report should be faxed to the Student Disability Services office at 641-784-5487 or mailed to Graceland University, Attn: Student Disability Services office Lib 012, 1 University Place, Lamoni, IA 50140.

### **Diagnostic Report**

The report should contain the following information:

1. A clear statement of the disability, including the DSM-5 diagnosis
2. Procedures used to diagnose the disability (include a list of all instruments used in the assessment)
3. Diagnostic interview addressing relevant historical information, past academic achievement, age of initial diagnosis, discussion of medication, history and effectiveness of accommodations in past educational settings.
4. Discussion of testing results and behavior, including the symptoms that meet the diagnostic criteria. If the student was evaluated while on medication, please indicate the effect this may have had on performance.
5. Diagnostic summary statement that includes the following information:
  - a. Clear and direct statement that ADHD does or does not exist, including a rule out of alternative explanations for behaviors.

- b. Clear statement specifying the substantial limitations to one or more major life activities and the degree of severity.
- c. Recommendations for accommodations, including rationale for the accommodations.
- d. Recommendation regarding medications (if applicable)

Further assessment and/or documentation by an appropriate professional may be required if there are co-existing disabilities indicated. If learning, attentional, or physical disorders are involved, please refer to the documentation guidelines for those specific disabilities