



Documentation Guidelines for Neurodevelopmental Disabilities and/or Autism Spectrum Disorder (ASD)

The Student Disability Services office will accept diagnoses of Neurodevelopmental disabilities and/or Autism Spectrum Disorder (ASD) 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: The provision of all reasonable accommodations, adjustments, and auxiliary services are based upon assessment of the current impact and limitations of the disorder on the student's academic performance and/or residential status. Therefore, it is in the student's best interest to provide recent and appropriate documentation relevant to the student's learning environment and/or living situation. The documentation, in general, must be no more than 3 years old and more recent documentation may be required in some cases.

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

A comprehensive report should contain the following information:

1. A clear statement of the disability, including the diagnosis (DSM-5) and description of severity.
2. A summary of current symptoms.
3. Date of diagnosis
4. A summary of historical information, diagnostic interview, and assessment procedures/evaluation instruments used to make the diagnosis (if applicable). A summary of evaluation results, including standardized or percentile scores should also be included.
5. Statement of current impact and limitations of the disorder on the student's academic performance and/or residential status.
6. Recommendations for accommodations to compensate for the disorder. Each recommended accommodation must include a rationale.
7. The name, title, and professional credentials of the evaluator.

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.