



The Student Disability Services office will accept diagnoses of psychiatric disorders 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 one-year-old and more recent documentation may be required in some cases. Due to the nature of psychiatric disorders, updated reports may be requested.

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 DSM-5 diagnosis and description of severity.
2. A summary of current symptoms.
3. Date of diagnosis and approximate date of onset and prognosis of the disorder.
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. Medical information relating to the student's needs, to include current treatments and the impact of medication on the student's ability to meet the demands of the postsecondary environment.

7. Recommendations for academic and/or housing accommodations to compensate for the disorder. Each recommended accommodation must include a rationale. Please indicate effective dates and duration for each accommodation as appropriate (i.e. extended testing time for the current academic year, a single room accommodation for one semester)
8. The name, title, and professional credentials of the evaluator.

The University reserves the right to request additional documentation, when necessary, to fully evaluate any safety or health risks that may be associated with the residential status of the student.

Individuals requesting an ESA (Emotional Support Animal) accommodation should also include the following information in their documentation:

- a. The relationship between the disability and the relief the animal provides.
- b. Information that demonstrates the animal is necessary in order for the resident to use and enjoy his/her residential dwelling.

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.