

Student Disability Access Center (SDAC)

Guidelines for Documentation of a Cognitive Disorder (Learning Disorder, Attention Deficit/Hyperactivity Disorder (ADHD), Traumatic Brain Injury (TBI), etc.)

THE BASICS:

Students seeking support services from the Student Disability Access Center (SDAC) for a diagnosed learning disorder (LD) or documented academic impairment due to diagnosed Attention Deficit Hyperactivity Disorder (ADHD) must submit documentation that verifies their eligibility for reasonable disability accommodations under the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. The preferred documentation is a recent comprehensive psycho-educational evaluation conducted by a qualified diagnostician.

IF YOU HAVE A PSYCHOLOGICAL REPORT:

1. The evaluation must be by a qualified clinician licensed or certified by the state in which the evaluation was done.
2. The assessment should be reasonably current. As a university student you are an adult; the evaluation should have been done at a time when you would have been reasonably able to think and process information like an adult. In other words we can use an evaluation done when you were in high school; but not one from when you were in elementary school. Even if you were an adult at the time of the prior evaluation, there is an upper limit, an evaluation over ten years old would not be considered current. You may hear 3-5 years as a general guideline and that is a reasonable suggestion, but it isn't a rule. We will work with you on this.
3. Disability accommodations are based on evidence of specific disability in a qualified student (you are a qualified student if you are admitted to UVA). There should be clear evidence linking a recommended accommodation to a specific impairment in functioning compared to the average population.
4. **Regardless of how high a student's strongest scores are, a discrepancy in test scores is not evidence of a disability if the lowest scores are average or above** (a large discrepancy may indicate the need for diagnosis and personal adaptation to different learning styles, but this is not evidence of a disability).
5. We recommend that the evaluation include a review of academic history, diagnostic interview and administration of standard published individually

- administered measures of Aptitude, Achievement, & Information Processing (such as memory, auditory and visual processing, & processing speed).
6. The report must include a **specific diagnosis** supported by the test data, history, and clinical observations.
 7. The report must follow standard professional format including being dated and signed (hand or electronically); using a narrative format; and clearly indicating the identifying information, credentials and contact information of the person(s) conducting the evaluation.
 8. ADHD is often diagnosed with more limited, or even with no, psycho-educational testing. We ask for full psycho-educational testing in order to show that the ADHD diagnosis does have a disabling academic impact.

IF YOU HAD ACCOMMODATIONS IN YOUR PRIOR SCHOOL BUT DON'T HAVE A CURRENT & COMPLETE PSYCHOLOGICAL REPORT:

Send us what you have (IEPs, 504 Plans, accommodation information from another school, etc.) and we will work with you. We can grant provisional accommodations to allow time to obtain a comprehensive psycho-educational evaluation. If you have an old or incomplete psycho-educational evaluation, we can work with you to provide targeted testing to update the documentation.

IF YOU HAVE NO HISTORY OF PRIOR ACCOMMODATIONS, BUT ARE CONCERNED THAT YOU MAY HAVE SOME LEARNING DISORDER:

Come see us. Call 434 243-5180 to schedule a consult appointment so that we can review your situation and decide what would be the best action to take. We can provide screening testing for any concerned student to help make a more informed decision before seeking comprehensive psycho-educational evaluation.

All documentation submitted for consideration to LNEC is treated as personal and confidential; following federal guidelines for medical records. When submitting documentation, **please include a copy of any available releases** allowing communication between the SDAC and the clinician. Documentation should be sent to:

Director
Student Disability Access Center
University of Virginia
P.O. Box 800760
Charlottesville, VA 22908
Fax: 434-243-5188
Phone: (434) 243-5180