



Documentation Requirements for Chronic Health and Physical Conditions

Documenting a Chronic Health Condition or Physical Impairment

The nature and impact of a chronic health or physical impairment can manifest itself in a variety of ways among individuals. The condition can also present a wide array of symptoms and functional limitations to any given individual over a lifetime. Therefore, current documentation serves as the foundation for an individual's request for accommodations at Emory. The age of acceptable documentation is dependent upon the disabling condition, the current status of the individual, and the individual's request for accommodations. OAS understands that an individual's functioning may be affected at times by the absence or presence of mitigating measures (such as medication, auxiliary aids, adaptive devices, etc). Evaluators should disclose the impact of mitigating measures and OAS staff will accommodate based on the individual's lowest level of functioning.

All employees and applicants wishing to request accommodations due to chronic health and physical conditions should refer to the following documentation requirements:

1. Requirements of the PRACTITIONER:

- A) Documentation must be completed by a medical specialist who has expertise in the area of the specific impairment for which accommodations are being sought.
- B) Practitioners need to adhere to their profession's code of ethics as it relates to qualifications and conflicts of interest.
- C) Documentation must be typed, dated, signed by the evaluator and submitted to OAS on professional letterhead in English.

2. Requirements of the REPORT:

- A) The report must include a clear statement of the diagnosis, including pertinent symptomatology and any fluctuations in the individual's condition.
- B) Documentation must be current. The age of acceptable documentation is dependent upon the disabling condition, the current status of the individual, and the individual's request for accommodation.
- C) Documentation must contain information pertaining to the individual's current level of functioning. A clear explanation of how the symptoms currently cause significant limitations for the individual, within the academic environment or workplace must be included.