



Documentation Requirements for Psychological Impairments and Autism Spectrum Disorders

Documenting a Psychological Impairment or Autism Spectrum Disorder

A psychological impairment or Autism Spectrum Disorder (ASD) 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.

Testing is not required for a diagnosis of a psychological impairment or ASD. However, test results can be helpful as supporting documentation for accommodation requests. Practitioners may include a summary of assessment procedures and evaluation instruments used to make the diagnosis and a summary of evaluation results, including standardized or percentile scores, as appropriate.

OAS understands that an individual's functioning may be impacted 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 psychological impairments and Autism Spectrum Disorders (ASDs) should refer to the following documentation requirements:

1. Requirements of the PRACTITIONER:

- A) Evaluation must be conducted by a licensed mental health professional. This includes licensed clinical social workers, licensed professional counselors, psychologists, psychiatrists, and neurologists. Students who have an Autism Spectrum Disorder may also submit any documentation from Speech and Language Pathologists, Developmental Pediatricians, and Licensed Behavioral Therapists.
- 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) A clear statement of the DSM-IV or V 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.