

It All **MATTERS.**

Documentation Requirements: Attention Deficit Disorder with and without Hyperactivity (ADD/ADHD)

Any individual interested in requesting reasonable accommodations for Attention Deficit Disorder with or without Hyperactivity (ADD/ADHD) should refer to the Documentation Requirements below:

Requirements of the Medical Professional:

- A. Evaluation must be conducted by a professional who has undergone comprehensive training and has relevant experience in differential diagnosis and the full range of psychiatric disorders (e.g., psychologists, psychiatrists, neuropsychologists, licensed counselors, licensed social workers, etc)
- B. Practitioners must follow their profession's Code of Ethics related to qualifications and conflicts of interest.
- C. Documentation must be: typed; dated; signed by the evaluator; and submitted to the Center for Disability Resources on professional letterhead in English.

Requirements of the Report:

- A. A clear statement of the diagnosis, including relevant symptomology, and fluctuations in the student's condition, and evidence of ongoing impulsive/hyperactive or inattentive behaviors that significantly impair functioning.
- B. Information related to the person's current level of functioning in an educational or working environment. This includes but is not limited to a clear explanation of how the symptoms of ADD/ADHD currently cause significant limitations for the person.
- C. Historical information showing evidence of the disorder during childhood and/or adolescence. This may or may not be separate from the medical documentation and could be based on parent and/or teacher reports, a spouse report, transcripts/report cards, tutoring evaluations, past psycho-educational testing, and/or third party interviews.

NOTE: An IEP or 504 Plan, while helpful, may not be sufficient on its own without accompanying medical documentation for CDR to determine whether a student does or does not qualify for accommodations at Delaware State University.

Documentation meeting the above Documentation Requirements should be submitted in a timely manner to the Center for Disability Resources. Insufficient information may delay the accommodation process and the University reserves the right to request additional documentation necessary to determine whether or not an individual qualifies for reasonable accommodations.

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