



# Documentation Guidelines for Students with Psychological Disabilities

Hampshire College is dedicated to supporting students with disabilities with reasonable accommodations and support services. These guidelines describe important information relevant to diagnoses and treatment to allow for the most comprehensive and appropriate support of students.

## **Professional qualifications of the evaluator:**

Students requesting accommodations on the basis of a psychiatric disability must provide current documentation from a licensed psychologist, psychiatrist, neurologist, clinical social worker, or mental health counselor. The diagnostician must be an impartial individual who is not a family member of the student and should have a significantly established relationship with the student to appropriately support recommended accommodations.

## **Diagnosis must include:**

A specific, current psychiatric diagnosis as per the DSM-IV-TR which indicates the nature, frequency and severity of the symptoms upon which the diagnosis was predicated. A diagnosis without an explicit listing of current symptoms/functional limitations is insufficient. Primary and Secondary Axis I and Axis II diagnosis are required.

## **Current impact of the disability (functional limitation):**

A clinical summary must include what substantial limitation(s) to major life activitie(s) are/is posed by the psychiatric disability as well as describing to what extent these limitations would/will impact the academic and/or residential context for which the accommodations are being requested.

## **Recommendations for the student's college program:**

- Suggestions of how the specific impacts of the psychiatric disability may be accommodated.
  - Recommendations for reasonable, specific accommodations which are necessary to address the current impact of the disability on the student's academic functioning, campus room/board or transportation needs.
  - How the effects are best by the recommended accommodations.
- When recommending approval of an Emotional Support Animal (ESA) a professional must include:
  - Primary therapeutic modalities explored prior to recommending an ESA.
  - A clear statement that it is the professional's opinion that this is a necessary and most reasonable treatment modality given their experience supporting the student.

## **Medications:**

Documentation should include prescribed medications, dosages, and schedules which may influence the types of accommodations provided.

**Medical or Psychiatric Professionals: To assist students in providing this information, please fill out our Psychiatric Disability Verification Form, which can be found on our website: [OARS.hampshire.edu](https://oars.hampshire.edu)**

*Please send documentation to:*

**Hampshire College**

**Office of Accessibility Resources and Services (OARS)**

**893 West St. Amherst, MA 01001**

**P: 413.559.5498, F: 413.559.6098**

**[accessibility@hampshire.edu](mailto:accessibility@hampshire.edu)**