Larkin School of Nursing Psychological Disability Documentation Guidelines

Larkin School of Nursing provides academic accommodations in accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Students requesting accommodations for psychological, emotional, or behavioral conditions must submit comprehensive documentation demonstrating a current diagnosis, clinical history, and functional limitations that substantially impact one or more major life activities within the academic environment.

These guidelines outline the requirements for psychological disability documentation to ensure accurate assessment, eligibility determination, and timely implementation of appropriate accommodations. All documentation must be completed by a licensed mental health professional with expertise in psychological assessment and clinical diagnosis.

1. **Qualified Evaluator Requirements**
   Documentation must be completed by a licensed mental health professional qualified to diagnose psychological disorders. This includes:
   - Licensed psychologists
   - Psychiatrists
   - Licensed clinical social workers
   - Licensed mental health counselors
   - Neuropsychologists

   Evaluators must diagnose within their professional scope of practice. Documentation must:
   - Be typed on official letterhead
   - Include provider name, credentials, license number, signature
   - Include current contact information
   - Be written in English

6140 SW 70th Street
South Miami, FL 33143
305 284-7723

LARKIN
SCHOOL
OF NURSING

2. **Currency of Documentation**

To accurately assess current functional limitations, documentation must be recent:
- Comprehensive evaluations should be completed within the last 3 years
- Clinical updates for long-standing conditions should be within the last 6–12 months

Older reports may be submitted but must be accompanied by a current clinical summary detailing:
- Present symptoms
- Academic impact
- Treatment history
- Medication response
- Any changes in functioning

3. **Comprehensive Diagnostic Evaluation Requirements**

A complete psychological evaluation must include:

A. Clinical Interview & History
- Presenting symptoms and duration
- Severity, frequency, and functional impact
- Developmental, educational, medical, and psychosocial history
- Family mental health history (if relevant)
- Previous psychiatric evaluations or diagnoses
- Medication history and response
- Current treatment plan and providers

B. Diagnostic Criteria
The evaluator must provide a DSM-5 or ICD-10 diagnosis, including:
- Diagnostic code
- Diagnostic criteria met
- Clinical justification
- Rule-outs of alternative explanations

C. Assessment Tools (when applicable)
- Psychological inventories (e.g., MMPI, MCMI)
- Rating scales for mood, anxiety, or behavioral symptoms
- Cognitive or neuropsychological testing if related deficits impact academics
- Symptom validity or behavioral observations to support diagnosis

6140 SW 70th Street
South Miami, FL 33143
305 284-7723

LARKIN
SCHOOL
OF NURSING

4. **Functional Limitations in the Academic Environment**
Documentation must clearly describe how the psychological condition impacts academic functioning, including:
- Concentration, attention, and information processing
- Class participation and attendance
- Organization and time management
- Test-taking and stress regulation
- Memory, comprehension, or executive functioning

Descriptions must reflect current functioning, not solely historical symptoms.

5. **Treatment Information**
Documentation must include:
- Current treatment modalities (therapy, medication, behavioral interventions)
- Duration and consistency of treatment
- Response to treatment
- Side effects impacting academic performance

Treatment alone does not guarantee accommodation eligibility.

6. **Accommodation Recommendations & Rationale**
The evaluator must list recommended accommodations AND provide:
- A clear connection between each accommodation and the diagnosed limitations
- Evidence-based justification
- Explanation of how the accommodation reduces the disability's academic impact

A history of accommodations may support but does not guarantee approval.

7. **Additional Notes**
- Accommodations are not retroactive
- Personal services (tutoring, coaching, reminders) are not considered accommodations
- Documentation must be complete before accommodations can be implemented
- Students must also submit the Larkin School of Nursing Accommodation Request Form

6140 SW 70th Street
South Miami, FL 33143
305 284-7723

LARKIN
SCHOOL
OF NURSING