



## Medical Disability Verification Form

The Office for Disability Services (ODS) provides academic services and accommodations for students with diagnosed disabilities. The documentation provided regarding the disability diagnosis must demonstrate a disability covered under Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act (ADA) of 1990. The ADA defines a disability as a physical or mental impairment that substantially limits one or more major life activities. In addition, in order for a student to be considered eligible to receive academic accommodations, the documentation must show functional limitations that impact the individual in the academic setting.

ODS requires current and comprehensive documentation in order to determine appropriate services and accommodations. The outline below has been developed to assist the student in working with the treating or diagnosing healthcare professional(s) in obtaining the specific information necessary to evaluate eligibility for academic accommodations.

**A. The healthcare professional(s) conducting the assessment and/or making the diagnosis must be qualified to do so.** These persons are generally trained, certified or licensed psychologists or members of a medical specialty.

**B. All parts of the form must be completed as thoroughly as possible.** Inadequate information, incomplete answers and/or illegible handwriting will delay the eligibility review process by necessitating follow up contact for clarification. *It is recommended that this form be completed by typing the information into the editable PDF version of the form available on our website at <http://ods.osu.edu/posts/documents/MED.pdf>.*

**C. The healthcare provider should attach any reports which provide additional related information** (e.g. psycho-educational testing, neuropsychological test results, etc.). If a comprehensive diagnostic report is available that provides the requested information, copies of that report can be submitted for documentation instead of this form. *Please do not provide case notes or rating scales without a narrative that explains the results.*

**D. After completing this form, sign it, complete the Healthcare Provider Information section on the last page and mail or fax it to us at the address provided in our letterhead.** The information you provide will *not* become part of the student's educational records, but it will be kept in the student's file at ODS, where it will be held strictly confidential. This form may be released to the student at his/her request. In addition to the requested information, please attach any other information you think would be relevant to the student's academic adjustment.

If you have questions regarding this form, please call the ODS office at 614-292-3307. Thank you for your assistance.

**STUDENT INFORMATION**  
**(Please Print Legibly or Type)**

Name (Last, First, Middle): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Last 4 Digits of SSN: \_\_\_\_\_

Status (check one):  current student  transfer student  prospective student

Local phone: (\_\_\_\_) - \_\_\_\_ - \_\_\_\_\_ Cell phone: (\_\_\_\_) - \_\_\_\_ - \_\_\_\_\_

Address (street, city, state and zip code): \_\_\_\_\_  
\_\_\_\_\_

If OSU Student, OSU E-Mail address: \_\_\_\_\_@OSU.EDU

E-mail address: \_\_\_\_\_

**DIAGNOSTIC INFORMATION**  
**(Please Print Legibly or Type)**

1. What is the diagnosis, date of diagnosis, and last contact with the student?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Is the student/patient currently under your care?  Yes  No

3. List current medications(s), impact, and adverse side effects.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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4. If the student is currently undergoing medical treatment, please describe and indicate how the treatment might affect the student academically.

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5. Major Life Activities Assessment:

*Please check which of the following major life activities listed below are affected because of the impairment. Please indicate severity of limitations.*

<b>Life Activity</b>	<b>1–Negligible</b>	<b>2-Moderate</b>	<b>3-Substantial</b>
Talking			
Hearing			
Breathing			
Standing			
Caring for Oneself			
Reaching			
Lifting			
Sitting			
Walking			
Seeing			
Writing			
Performing Manual Tasks			
Sleeping			
Learning			
Reading			
Thinking			
Concentrating			
Memorizing			
Interacting with Others			
Other:			
Other:			
Other:			

6. Describe how this medical condition may result in specific functional limitations in an academic setting (i.e., problems sitting for long periods of time, unable to type for more than ten minutes, or unable to walk more than 50 feet without fatigue)?

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7. What is the expected duration of this disability?

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8. Are there any situations or environmental conditions that might lead to an exacerbation of the condition?

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## HEALTHCARE PROVIDER INFORMATION

(Please sign & date below and fill in all other fields completely using PRINT or TYPE)

**Provider Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Provider Name (Print):** \_\_\_\_\_

**Title:** \_\_\_\_\_

**License or Certification #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

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**Phone Number:** (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

**FAX Number:** (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

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**Important:** After documentation is reviewed, ODS will send an email notification to the students OSU email account, (e.g. miller.6789@osu.edu), acknowledging receipt of documentation and the eligibility status. Prospective students that do not yet have an OSU email account will be notified via paper letter sent to their home address.