

Guidelines for Documentation of a Physical, Medical, or Mental Health Condition

Students seeking support services from the Student Disability Access Center (SDAC) on the basis of a diagnosed physical, sensory, medical, or mental health condition are required to submit formal documentation that verifies their eligibility under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA), as Amended. The following guidelines are provided in an effort to assist you and your treating provider in completing the formal request for accommodations here at the University of Virginia. These guidelines allow us to determine your eligibility and the appropriate accommodations you may receive. We recommend that documentation include the following:

1. A formal assessment of current health status and diagnosis must be provided by a licensed clinician. This assessment should include a diagnostic statement and the date of your most recent evaluation. Students who are D/deaf or hard of hearing should submit your most recent audiogram.
2. An assessment of current functional limitations. The documentation provided should describe how your condition impacts you and describe specific ways in which it may affect your academic, social or daily functioning.
3. Treatments, medications, assistive technology currently in use. A description of any treatments, medications, assistive technology, etc. that may be impacting your day to day functioning, either in a positive or negative way, should be provided. This will be taken into consideration when determining your accommodation needs.
4. Expected stability of condition over time. The documentation should provide information about the stability of your condition, whether it is expected to progress over time, and whether changes to your accommodations may need to be made over a period of time.
5. Recommendations for housing, academic accommodations, and additional services. The documentation should include recommendations about potential housing accommodations/modifications, academic accommodations and any other services or accommodations, such as dining or transportation services, that may be necessary or helpful.

The preferred documentation is our [Verification of Disability](#) form. You can download and print out this form and take it to your next appointment with your treating provider. We require that this documentation be an accurate measure of your current status; to that end, for conditions which fluctuate over time, we may need very recent documentation, whereas for more stable or chronic conditions, we may accept older documentation. Please consult with your SDAC Advisor as to whether your documentation will meet the standards outlined above.

All documentation submitted for consideration to SDAC is treated as personal and confidential; following federal guidelines under the Family Education Rights and Privacy Act (FERPA). When submitting documentation, **please include a copy of any available releases** allowing communication between the SDAC and the clinician. Documentation can be uploaded when you [apply for services](#), or you can send it to:

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