

# Attention Deficit Hyperactivity Disorder Documentation Requirements

The University of Alabama Office of Disability Services

## Evaluation by an appropriate expert

Students requesting accommodations on the basis of attention deficit-hyperactivity disorder (ADHD) must provide documentation by a professional who has undergone comprehensive training and has relevant experience in differential diagnosis of a full range of psychiatric disorders (licensed clinical psychologist, neuropsychologist, psychiatrist or another relevantly trained medical doctor), and who has expertise in evaluating the impact of ADHD on an individual's educational performance.

## Documentation must be current

Since extensive testing is not required, students registering for the first time must submit documentation from an assessment conducted no more than **six months** prior to the date of registration with ODS. A school plan such as an IEP or 504 Accommodation Plan is **insufficient** documentation without the background information from which the plan was written.

## Documentation must include, but is not limited to, the following elements:

### 1. Evidence of impairment

- (a) **Early** - The condition must have been exhibited in childhood in more than one setting.
- (b) **Current** – Presenting symptoms, evidence of current impulsive / hyperactive or inattentive behaviors that significantly impair functioning in two or more settings, must be discussed.

### 2. Diagnostic interview

Include self-report and third-party (i.e., other than the student) information pertaining to developmental history, relevant medical and medication history, a thorough academic history, and a review of prior reports to determine whether a pattern of strengths or weaknesses is supportive of attention or learning problems.

### 3. Evidence of alternative diagnoses or explanations being ruled out

The possibility of dual diagnoses and alternative or coexisting mood, behavioral, neurological and/or personality disorders that may confound or be the primary cause of attentional difficulties must be addressed and ruled out.

### 4. Diagnosis

A clear and specific statement that the student is diagnosed with ADHD and the accompanying **DSM-V diagnostic code(s)** are required.

### 5. Medication

Prescribed medications, dosages, schedules and side effects that may influence the type of accommodations provided should be addressed. Medication alone cannot be used to support a diagnosis.

### 6. Clinical summary

Must address:

- (a) The **substantial limitations** to major life activities posed by the disability.

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- (b) The extent to which these limitations would impact the academic context for which accommodations are being requested.
- (c) Suggestions as to how the specific effects of the disability may be accommodated.
- (d) The **rationale behind the suggested accommodations**. Any recommendation for an accommodation should be based on evidence of a substantial limitation to learning.

**7. Additional Requirements**

- (a) All reports must be in narrative form, **typed**, signed by the diagnosing clinician, and must include the date the student was last seen by the clinician. Documentation must be submitted on the official letterhead of the professional diagnosing the disability.

\* A history of accommodations does not in itself warrant the provision of similar accommodations at UA. The final determination of appropriate and reasonable accommodations rests with the University of Alabama.

Email documentation to [ods@ua.edu](mailto:ods@ua.edu) or mail documentation to:

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This document will be made available in alternative formats upon request. Please contact the Office of Disability Services, (205) 348-4285 (Voice) or (205) 348-3081 (TTY) for assistance.