

Why isn't my documentation good enough?

There are a number of factors that SSD must consider when evaluating documentation and determining whether or not any particular accommodation is appropriate for a given student. For an extensive discussion on the topic, visit our website at the following address:

http://weber.edu/ssd/ssdPP01a_documentation.html

This is a list of some of the reasons why documentation may fail to meet the needs of our program.

Source:

- The documentation is not from a qualified source (a medical professional, a psychologist, a licensed clinical social worker, etc.).
- The provider does not appear to have the requisite expertise and professional licensing to diagnose the disability or condition.
- The documentation is from a third party (not the original source of the diagnosis) and SSD cannot verify that the diagnosis based upon official medical records or history. The provider of the original diagnosis should be identified and the process through which the diagnosis was determined must also be documented.
- The validity of the source cannot be verified. Materials must be legible, clearly dated, and on letterhead (or include appropriate contact and licensing information to establish validity).

Diagnosis:

- The disability is not clearly identified. This is often the case with IEP and other school records. This is usually not an issue when documentation includes disability codes from the DSM-5 (or DSM-IV).
- The diagnosis is not based upon objective criteria such as diagnostic testing, medical examination, clinical evaluation, etc..
- The results of the diagnostic assessment are incomplete or have not been included.
- The description of the disability is too general and not specific to the student.

Limitations:

- The documentation does not clearly describe the limitations being experienced by the student.
- The limitations as described do not appear to be related to the disability indicated in the documentation.
- The specific environmental or situational factors where the limitation will (or likely will) occur is not sufficiently supported by the documentation.
- The disability is transient in nature and no information is provided describing the frequency or severity of the limitation.
- The documentation is not sufficiently current to determine whether or not the student is experiencing the limitations as described.
- Self-reported limitations have not been supported by any form assessment or other objective verification process.
- The requested accommodation does not clearly address a limitation identified by the documentation. Accommodations are not intended to be helpful; they must compensate for specific limitations related to the disability.
- The documentation does not clarify how the requested accommodation will alleviate or eliminate issues related to one or more of the identified limitations.