**Guidelines for Documentation of Physical Disabilities or Chronic Illness**

Healthcare providers should submit questions or documentation to Jackie Schneider.

Email: j.schneider@wsu.edu

Phone: (509) 358-7816

Confidential Fax: (509) 358-7538

Students who are seeking support services from Washington State University Spokane based on diagnosis of a physical disability or a chronic illness will be required to submit documentation for eligibility determination. Documentation of disability and related information will be kept in a separate file in the Disability Services Office. The cost for providing this documentation is the student’s responsibility.

Documentation should show current impact of the disability. The following guidelines are provided in the interest of assuring that the evaluation and report are appropriate for documenting eligibility and identifying reasonable accommodations.

* Diagnosis of the disability/health condition.
* A description of the current impact or limitations of the disability/health condition, focusing on barriers in the student’s educational environment.
* If the condition is episodic, please help us understand the impact by including:
	+ Triggers and warning symptoms of onset
	+ Symptoms experienced during an episode
	+ Frequency and duration of episodes
	+ Care plan for management
* Side effects of medication on the student's ability to meet the demands of the postsecondary environment (physical, perceptual, behavioral, or cognitive).
* A description of the expected progression or stability of the disability over time.

Suggestions of academic adjustments and/or auxiliary aids with supporting evidence may be included; however, the final determination for providing appropriate academic adjustments and auxiliary aids rests with the Access Center. ***Documentation must be signed by a licensed healthcare professional with contact and licensure information.***

Disability and medical information is confidential and is not shared except where disclosure is required by law or is necessary to facilitate legitimate University processes, including granting appropriate accommodations, addressing direct threats, or investigating claims or charges.