

Dickinson

Access and Disability Services (ADS)

Old West Lower Level P. O. Box 1773, Carlisle, PA 17013-2896
Office: 717-245-1734 Fax: 717-254-8139 Email: access@dickinson.edu

GUIDELINES FOR DOCUMENTATION OF A MEDICAL CONDITION FOR HOUSING OR DIETARY-BASED ACCOMMODATION REQUESTS

Dickinson College students who seek accommodations based on their disability are responsible for completing an online *Disability Disclosure and Request for Accommodation* form (found at www.dickinson.edu/access), and for providing appropriate supporting documentation. Dickinson College approaches requests for accommodations with the belief that each student's circumstance is unique and that a flexible approach is the right way to determine appropriate accommodations.

By itself, a medical diagnosis does not establish a need or an entitlement to accommodations under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act as Amended (ADA-AA). Another way of saying this is that having any disorder or condition does not, by itself, lead to any conclusion under Section 504 or the ADA. Therefore, the documentation required by Dickinson College extends beyond the medical diagnosis and encompasses the four key elements of a person's disability status under Section 504 and the ADA. Those key elements are that:

- the student has a physical or mental impairment
- the impairment limits the student's participation in a major life activity*
- the degree of limitation is substantial and
- there is something that the college can do that would be reasonable, needed, and predictably effective in responding to the impairment.

A student who seeks a housing and/or dietary-based accommodation is responsible for obtaining any needed evaluations, and for seeing that Access and Disability Services receives the following from his or her care provider:

1. The Disability Documentation Form, found at www.dickinson.edu/ADS-Housing or www.dickinson.edu/ADS-Dietary
2. Documentation which supports the diagnosis and legitimizes a student's request for appropriate accommodations (see next page for details regarding documentation)

(See next page for details regarding the supplemental disability documentation required)

* The Disability Documentation Form, list examples of a "major life activity" as defined under the ADA Amendments Act of 2008. According to the ADA, "A major life activity also includes the operating of a major bodily function, including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions."

1. **DISABILITY DOCUMENTATION FORMS**, for Housing and/or Dining can be found at these sites: www.dickinson.edu/ADS-Housing and www.dickinson.edu/ADS-Dietary. The relevant form is to be completed by a licensed physician or other professional health care provider with experience and expertise in the area for which accommodations are being requested. The diagnostician must be an impartial individual who is not a family member of the student.)

Note: if a student is seeking a housing accommodation on the basis of a dietary-related disability, both the housing and dietary forms should be submitted.

2. SUPPORTING DOCUMENTATION

Different medical conditions require different assessment procedures. Documentation which supports the diagnosis and legitimizes a student's request for appropriate accommodations may include:

- Copies of office visit summaries related to the accommodation request
- Lab test results
- A summary of the impact of medications taken and the rationale for current medication prescribed
- A summary of assessment procedures, along with specific evaluation results
- A summary of present and/or fluctuating symptoms that meets the criteria for the diagnosis
- Relevant developmental and historical data, if appropriate

Any summaries provided should be typed on official letterhead with clear contact information.

Documentation for eligibility must **reflect the current functional impact the disability has** on the student's learning or other major life activity **and the degree** to which it impacts the individual in the context (dining, residential, etc.) for which accommodations are requested.

A connection must be established between the requested accommodations and the functional limitations on the student in the academic environment (learning, residential, etc.).

If a student seeks accommodations related to more than one disability, more than one professional may need to be involved in providing documentation. Students who are unsure about the type(s) of documentation needed should consult with Access and Disability Services.

The Housing Accommodation Committee will review all requests and documentation provided on an individual basis. **Reasonable accommodations will be determined based on what is medically necessitated, rather than what is desired.**

Care providers should send disability documentation directly to ADS in one of the following ways:

Email: access@dickinson.edu
 Fax: 717-254-8139
 Mail: Access and Disability Services, Dickinson College
 P.O. Box 1773, Carlisle, PA 17013-2896

Questions? Call (717) 245-1734 Our office hours are Monday-Friday 8:00am – 4:00pm