Eastern Washington University
Disability Support Services

Documentation Policy for Psychiatric Disabilities

Students who are seeking support services from the Disability Support Services Office at EWU on the basis of a psychiatric disability are required to submit documentation to verify eligibility. Documentation of disability and related information will be kept in a separate file in the DSS office. The cost and responsibility for providing this documentation shall be borne by the student.

For the purpose of this policy, a psychological/psychiatric disability is defined as an impairment of cognitive, educational and/or social functioning caused by a disorder as described in the American Psychiatric Diagnostic Statistical Manual, 4th edition (DSM IV) or successive editions. The disorders of concern here are those which might result in the impairment of a student’s chances of success at the college.

Documentation should show current impact of the disability. The age of acceptable documentation is dependent upon the stability of the disability and the current status of the student. The following guidelines are provided in the interest of assuring that the evaluation and report are appropriate for documenting eligibility and identifying reasonable accommodations. The report must be prepared by an appropriately trained and credentialed professional (licensed psychiatrist, psychologist, neuropsychologist or other licensed mental health or medical professional). The documentation should:

1. Specify the nature, severity, and effect of the disability.
2. State the diagnosis in the nomenclature used by the DSM IV or successive editions.
3. Address the student’s ability to function in the college environment (e.g. ability to focus, organize one’s time, attend class, work in groups or alone, etc.).
4. If medication is part of the treatment plan, describe any side effects that may interfere with the academic processes.

Suggestions for reasonable accommodations with supporting evidence can be included. The final determination for providing appropriate and reasonable accommodations rests with the University. The Disability Support Services office reserves the right to obtain clarification regarding the documentation, if necessary.