



Office of Disability Services

Helping you access Rutgers, everywhere!

Rutgers Biomedical and Health Sciences (RBHS)

(regardless of physical location) Phone:

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Camden

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Newark

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DOCUMENTATION GUIDELINES

The Office of Disability Services uses a combination of information to determine eligibility and reasonable accommodations. Documentation of a specific disability does not translate directly into a specific accommodation or set of accommodations, instead reasonable accommodations are determined on a case-by-case and course-by-course basis.

The rationale for seeking information about a student's condition is to support the higher education professional in establishing disability, understanding how disability may impact a student, and making informed decisions about reasonable accommodations.

Documentation assists the Office of Disability Services staff to:

- Establish a student's eligibility for services,
- Understand the impact of a student's condition(s) in an academic environment; and,
- Determine strategies and reasonable accommodations to facilitate equal access.

Fundamental components of documentation include:

- Completed by a professional who is qualified to diagnose or treat the condition and is working with the individual who is seeking accommodations
- A clear diagnostic statement identifying the disability and date of diagnosis
- A description of the diagnostic methodology used
- A description of the current functioning and impact of the condition(s)
- Identification of functional limitations
- A list of expected duration, progression, and stability of condition
- Support for the requested accommodations

More information about our documentation guidelines is available at:

<https://radr.rutgers.edu/student/general-documentation-guidelines>

Please utilize the information on the left of this page for the correct Rutgers University campus the student is enrolled.

If you answered yes to any of the above, please provide details here:

II. Post-Concussive Status

Check all if present now:

- Fatigue
- Attention Problems
- Balance Problems
- Dizziness
- Noise Sensitivity
- Light Sensitivity
- Headaches
- Sleep Problems
- Memory Problems
- Amnesia
- Confused Periods
- Seizures
- Personality Change
- Irritability
- Behavioral Problems
- Anxiety
- Depression
- Suicidal Tendencies

Please check if the following were done and provide the reports

- Skull X-ray
- EEG
- CT/MRI
- SPECT

Check if there is any prior history of:

Special Education

Learning Disability

ADD/ADHD

Meningitis/Encephalitis

Substance/Alcohol abuse

Psychiatric/Psychological counseling

Please provide reports from any neuropsychological/educational testing relating to TBI or any items listed in the section above

List any current medications and the name of the prescribing M.D

Please comment on the particular problems that may impair this student's functioning in the post-secondary school environment (e.g the students/patient has difficulty functioning in the morning) and elaborate on present symptoms checked in the post-concussive status.

Name of doctor
completing this form:

License number:

Date: