

**Disability Services**  
(660) 785-4478  
(660) 785-4011 fax



McKinney Building  
100 East Normal  
Kirksville, MO 63501

## Verification of a Psychiatric Disability

The Disability Services Office provides accommodations to students with psychiatric disabilities including, but not limited to, depression, bipolar disorder, PTSD, panic disorders, obsessive-compulsive disorder, generalized anxiety disorder, eating disorders, schizophrenia, schizoaffective disorder, and personality disorders. **Specific anxiety disorders such as test anxiety or public speaking anxiety are not considered disabilities unless they rise to the level of a phobia.**

To apply for accommodations, current documentation must be provided (for psychiatric conditions “current” is typically defined as within the last 12 months). This documentation should include an evaluation by an appropriately licensed professional (psychiatrist, licensed psychologist, neurologist) with expertise and training in psychiatric diagnosis. The provider must be an impartial individual who is not a family member of the student. All documentation must be typed, submitted on the healthcare professional’s letterhead, and contain the following required information:

1. An explanation of the educational and experiential qualifications of the provider
2. The name of the patient
3. The date of the most recent patient office visit
4. A definitive DSM-V diagnosis
5. The nature of the functional impairment involved, including how the condition may affect the student academically
6. Documentation of the differential diagnoses, which were considered and ruled out
7. A description of the tests administered and an explanation of the results
8. The history and severity of the impairment
9. The course of the condition and the prognosis
10. An explanation of how the condition currently manifests in substantial limitations in academics
11. Prescribed medications, including dosage, frequency, effects and possible side effects
12. Suggestions for appropriate accommodations
13. Rationale for the suggested accommodations
14. Signature and credentials of the provider

**Incomplete documentation will delay approval of eligibility for services. All required documentation should be submitted to the DSO.**