

PSYCHOLOGICAL/PSYCHIATRIC DOCUMENTATION GUIDELINES

Wake Technical Community College provides reasonable accommodations for students with documented psychological/psychiatric disabilities. Post-secondary students no longer have IEPs because the Individuals with Disabilities Education Act (IDEA) does not exist at the college level; however, an IEP may be included as part of a more comprehensive report. Wake Tech students are governed under the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act, specifically subpart E.

Wake Tech Disability Support Services will make the final determination of whether appropriate and reasonable accommodations are warranted and can be provided for the individual. **Students with disabilities are expected to satisfy the academic standards required by the college and perform essential course functions without substantially altering the curriculum requirements.**

REQUIRED DOCUMENTATION

1. Documentation should be prepared by a licensed/clinical psychologist, psychiatrist, or other professional qualified to diagnosis emotional/mental health disabilities. All documentation must be submitted on the official letterhead of the professional describing the disability. The report should be dated, signed and include the name, title, and professional credentials of the evaluator.
2. A current diagnostic code (DSM-IV, IV-R, V), date of diagnosis, date of last visit, and severity of the condition should be included, as well as treatment history and treatment plan. DSS reserves the right to request additional documentation if deemed necessary to provide reasonable and appropriate accommodations.
3. The impact of the disorder on the individual should be discussed with particular detail regarding academic requirements. **Documentation consisting only of a diagnosis, chart notes, and/or prescription pad notations is insufficient. Do not submit handwritten documentation.**
4. If specific recommendations of accommodations are made, the rationale must relate the accommodation to the functional limitations imposed by the disability.
5. What medication(s) does the student take for emotional/mental health support? Do symptoms persist even with medication?
6. A current neuropsychological or psychological evaluation report may allow the student to be accommodated more thoroughly.

Disability Support Services

Phone 919.866.5670

All Campus Video Phone 919.324.3833

Scott Northern Wake Campus Video Phone: 919.324.1621

disabilityservices.waketech.edu

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Morrisville, NC 27560
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