


Policy: <b>Disability Documentation</b>	
Issuing Department: <b>Office of Disability Services</b>	
Date last revised: <b>March 15, 2011</b>	

## **PURPOSE**

The Office of Disability Services (ODS) provides reasonable accommodations, academic adjustments and auxiliary aids to ensure that students and community members with disabilities have access to Western Oregon University and its programs.

## **POLICY**

In order to receive accommodations, academic adjustments and/or auxiliary aids, students must provide the Office of Disability Services with documentation of their disability related to requested accommodations. Documentation must be from a certified professional in the field of the disability. An individual with a disability is a person, who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, being regarded as having such impairment.

## **PROCEDURES**

Major life activities include but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating and working. Major life activities also includes the operation 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.

Documentation must be provided by a certified professional in the field of the disability. Documentation shall include diagnosis, functional limitations, date of onset, medication information as applicable and recommendations for accommodations, academic adjustments and/or auxiliary aids. Documentation received, information gathered in interviews and collected from completed forms containing information regarding disability status shall be confidential.

Examples of acceptable documentation include but are not limited to:

- Deaf and Hearing Impaired: Audiogram and/or audiologists report.
- Visually Impaired: Ophthalmologist report documenting eye medical disorder and disease
- Psychological Disability: Diagnosis from DSM IV
- Medical Disability: Documentation of disease, illness, or impairment.

- Learning Disability: refer to policy “Learning Disability Eligibility” for detailed information

## **AUTHORITY**

Western Oregon University is in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) 1990, ADA Amendments Act 2008 and Oregon Revised Statute 659.405.

## **RESPONSIBILITY**

Office of Disability Services and Vice President for Student Affairs

Date of next review: <b>March 2013</b>
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Alternate formats of this policy are available from the Office of Human Resources.