



# Disability Assessment Form

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## INFORMATION FOR STUDENTS

Student Accessibility Services (SAS) uses this form to verify that a student has a disability and to understand the impact(s) of the disability on the student's academic functioning.

This form must be based on a current and thorough assessment from an appropriate, registered health professional qualified to diagnose the condition (family physician, medical specialist, clinical psychologist, etc.). The provision of supplementary documentation from other service providers (e.g. health or educational) is also welcome. Do not use this form for a Learning Disability (LD) diagnosis. For LD, a valid and recent psycho-educational assessment, completed by a registered psychologist, must be provided. The completed form must be sent directly by the health professional to Student Accessibility Services.

## Notice Regarding Collection, Use, and Disclosure of Personal Health Information by the University

Your personal health information is being collected under the authority of *The University of Manitoba Act*. The information you provide will be used by the University to verify disability and to understand the impact(s) of the disability on your academic functioning, and for communication. Your personal health information will not be used or disclosed for other purposes, unless permitted by *The Personal Health Information Act* (PHIA). If you have any questions about the collection of your personal health information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.

## INFORMATION FOR REGISTERED HEALTH PROFESSIONALS

The University of Manitoba has designated Student Accessibility Services to facilitate the implementation of accommodations for students with documented disabilities. To determine these accommodations and supports, SAS must verify that a student has a disability and understand the impact(s) of the student's disability on their academic functioning.

The student is required to provide the university with documentation that includes:

- (a) Name, contact information, student number; and
- (b) Documentation from a registered health professional which should include:
  - (i) Name of the registered health professional;
  - (ii) Dates of the clinical assessments performed in determining the disability and the need for Reasonable Accommodations;
  - (iii) How the disability will affect the Student in the academic setting (i.e. on campus, in classroom, lab, clinical/fieldwork and other instructional settings, and during tests and exams);
  - (iv) An indication of the duration of the Student's period of disability; and

- (v) Recommendations for appropriate accommodations to be made for that Student, including any relevant health information that may support those recommendations.

This information is required from the student at time of registration and must be kept up to date. <sup>1</sup>

Please note that in cases of mental health disability, a student's specific diagnosis is not required to receive accommodations and supports from SAS but full details of the impact(s) of the disability on the student's academic functioning must be included. If the student consents to or requests that you provide a diagnosis statement, this information is kept confidential in accordance with The University of Manitoba's Access and Privacy policy<sup>2</sup>. All relevant sections must be completed carefully and objectively to ensure accurate assessment of the student's disability-related needs, which may include access to support services, and government and school bursaries while attending university. Careful completion of all relevant sections also ensures that a student who is currently receiving interim accommodations will have a full and appropriate accommodation and support plan once disability documentation is obtained. If no disability is present, students will be referred to other supports on campus.

For SAS office use only – date received (day/month/year): \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

## STUDENT INFORMATION

Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

### History:

How long have you provided service to this student? \_\_\_\_\_

Last date of clinical assessment: \_\_\_\_\_

Will you continue to provide service(s) to the student while they attend university? \_\_\_\_\_

### Confirmation of disability:

Indicate the appropriate statement for this student in the current academic setting:

Permanent disability with on-going (chronic or episodic) symptoms that will significantly impact the student over the course of their expected life

<sup>1</sup> [http://umanitoba.ca/admin/governance/media/Student\\_Accessibility\\_Procedures\\_-\\_2015\\_01\\_01\\_RF.pdf](http://umanitoba.ca/admin/governance/media/Student_Accessibility_Procedures_-_2015_01_01_RF.pdf)

<sup>2</sup> [http://umanitoba.ca/admin/governance/media/Access\\_and\\_Privacy\\_Procedures\\_-\\_2016\\_08\\_03.pdf](http://umanitoba.ca/admin/governance/media/Access_and_Privacy_Procedures_-_2016_08_03.pdf)

Temporary disability with anticipated duration (day/month/year):  
From \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ to \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Unknown status. Indicate reasonable duration for which they should be accommodated and/or supported at this time (day/month/year):

From \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ to \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Identify the student's primary disability by selecting the most appropriate from the list provided. If applicable, identify any/all disabilities that co-occur with the primary one.

### Nature of disability

Nature of disability	Primary (check one)	Secondary/Tertiary (check all that apply)
Acquired brain injury		
Deaf/Hearing Loss		
Low vision/Blind		
Medical/Chronic illness		
Mental health		
Mobility/Physical		
Other		

Diagnosis\*: \_\_\_\_\_  
\_\_\_\_\_

\*In cases of mental health disability, a student's specific diagnosis is not required to receive accommodations and supports from SAS; however, full details of the impact(s) of the disability on the student's academic functioning must be included. If the student consents to, or requests that you provide a diagnosis statement, this information is kept confidential in accordance with The Personal Health Information Act (PHIA).

### Medication:

Medication(s) and/or treatments that impact academic functioning?

Yes                      No                      Not applicable

a) If yes, describe impact(s):

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## Impact(s) on academic functioning:

Select applicable functional limitation(s), note the severity, and describe the specific impact(s) on academic functioning. Use N/A (not applicable) where warranted.

<b>Functional limitation:</b>	No Impact	Mild Impact	Moderate Impact	Severe Impact	Uncertain
<b><i>Academic tasks</i></b>					
Listening					
Speaking					
Typing					
Writing					
<b><i>Cognitive</i></b>					
Concentration/Attention					
Executive functioning (planning, organizing, problem solving, sequencing, time management)					
Information Processing					
Long-term memory (recall/retrieve stored information)					
Short-term memory (information stored for about 30 seconds)					
<b><i>Difficulties with</i></b>					
Attending classes regularly					
Fatigue					
Managing a full course load					
Managing stress					
Mood					
Social interactions					
Speech					

<i>Physical activity intolerance</i>					
Gross motor: Lifting over 5 lbs					
Reaching above shoulders					
Bending					
Fine motor/manual dexterity					
Mobility: Climbing (stairs)					
Walking					
Sitting for sustained periods					
Standing for sustained periods					
Other:					

**Sensory disabilities:**

If applicable, please list or attach any vision and/or hearing impairment scores which impact academics.

a) Visual acuity loss (best corrected), left eye, right eye, bilateral

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b) Hearing loss (best corrected), left ear, right ear, bilateral. For hearing impairment, also include most recent audiogram.

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Use this space to provide rationale to explain/list the student’s functional limitation(s) related to academic performance and/or to provide any further information:

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## Sample Accommodations List

This is not an exhaustive list of accommodations at the University of Manitoba. This list is provided to assist you in understanding some of the more common accommodations that the University can provide.

- Missed classes that may impact attendance policies, i.e. more than 3 per term per course
- May require extra time to complete assignments within the 13 week term
- May require deferred tests or exams each term
- Maximum one test/exam per day
- Reduced course load (40%) while still maintaining full-time student status
- Note sharing (classmates upload their notes anonymously)
- Note taker (A note taker hired specifically to take lecture notes for student – funding required)
- Transcriptionist for a live typed transcript of each class
- American Sign Language – English interpreter
- Alternate seating/standing arrangements in the classroom
- Extended exam time such as: 25% 50% 75% 100% (maximum)
- Alternate space for exams such as:
  - Private space (room or study carrel)
  - Semi private (1-8 people)
  - Group space (1-20 people)
- Use of a computer for exams
- Ergonomic chair for exams
- Assistive technology to be assessed by the Assistive Technologist

## Accommodation recommendation(s)

Indicate specific recommendations for academic and/or placement accommodations and/or equipment/software. Recommendations must include a rationale as it relates to the impact(s) on the student's academic functioning as listed above.

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## Registered health professional

Please print except on signature line.

Name: \_\_\_\_\_

Professional designation: \_\_\_\_\_

License/registration#: \_\_\_\_\_

Signature: \_\_\_\_\_

Date (dd/mm/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_

Facility name: \_\_\_\_\_

Facility address: \_\_\_\_\_

Office stamp: (Business card or copy of letterhead also accepted)

Thank you for completing this form with accuracy and careful consideration. The information will facilitate the supports requested by the student while at The University of Manitoba.

The registered health professional must send this form directly to Student Accessibility Services. Students are not to submit this form.