

ADA Examination Accommodation Request Form

The Americans with Disabilities Act requires that reasonable accommodations be provided to qualified persons with disabilities. The law defines disabilities as physical or mental impairments that substantially limit one or more of a person's major life activities such as speaking, hearing, walking, seeing, reading, or writing. The Conference will provide reasonable accommodations to qualified applicants for our examinations who have documented disabilities and demonstrate a need.

INSTRUCTIONS: To qualify for accommodations, please submit this form along with current written supporting documentation (within 3 years) from a qualified health professional which addresses the issues listed below. The completed form and supporting documentation must be submitted with your application.

Section I: (to be completed by the exam candidate)

1. Name: _____

2. Specific accommodation being requested under the Americans with Disabilities Act of 1990.

3. Identify your specific physical or mental disability that requires the above accommodations.

4. Signature: _____ Date: _____

Section II: (to be completed by a qualified health professional and attached to this form)

1. Include a statement of the specific diagnosis of the disability.
2. Cite the diagnostic criteria and tests administered with dates of results (not more than 3 years old) and interpretations. State how the results support the diagnosis.
3. Describe the candidate's functional limitations due to the disability and the impact of those limitations on physical, perceptual and cognitive abilities.
4. Cite your recommended specific accommodations and provide rationale as to how it will reduce the impact of the functional limitation for a licensing examination.
5. Provide your professional credentials, training, work experience, and any licenses you hold that support your qualifications to diagnose or treat this candidate's disabilities.
6. If there is no prior record of accommodations for this candidate explain why. If there is a prior record of accommodations, please provide past documentation and a statement of what accommodations were made and why they were made.