

LD/ADHD Documentation Guidelines

A current, complete psycho-educational evaluation typically meets The University of Memphis' documentation guidelines if it consists of a narrative report addressing each of the following elements:

1. Relevant historical information
2. Behavioral observations during the assessments
3. Standardized IQ Testing – e.g., WAIS-IV, WJ-IV (COG), KAIT, KABC-II, etc.
4. Standardized Achievement Testing – e.g., WIAT-III, WJ-IV (ACH), etc.
5. ADHD Testing – e.g., A-ADDES, CAARS, Brown ADHD Scales, CPT-3, etc.
6. All scaled scores for each assessment administered must be reported
7. Interpretation and integration of results
8. Description of functional limitations – How does the disability affect academics and life?
9. A formal diagnosis utilizing the DSM-V
10. Summary and accommodation recommendations
11. Signed and dated by an appropriately licensed professional

Some high school IEP and 504 Plans may include the above information. DRS staff will be happy to review those plans at the student's request, but cannot guarantee that an IEP or 504 Plan will be sufficient.

There are two places on campus that offer complete psycho-educational evaluations at a significantly reduced price:

The Counseling Center
214 Wilder Tower
901-678-2068

Psychological Services Center (PSC)
126 Psychology Building
901-678-2147

For more detailed information about University of Memphis documentation guidelines contact DRS at 901-678-2880.