

Documentation Requirements

To register for disability support



In order to register for supports with Social Justice, Equity and Inclusion you will need specific supporting documentation that meets the following guidelines.

USQ is committed to providing an equitable environment for students with a disability, injury, mental health or medical condition that impacts on their ability to study and achieve academic success.

Students will need to provide evidence of their disability/condition and participate in an interview to assess their needs. Specific advice from a medical or health practitioner does not guarantee that a recommendation will be provided, only that it will be considered.

USQ Social Justice, Equity and Inclusion recommend that the [Health Practitioner Report](#) is used when possible.

Your documentation must:

- Comprehensively state your disability, injury, mental health or medical condition/s
- Be from an appropriately qualified health practitioner (please refer to **Specific Documentation Requirements** (see below for guidelines). A medical certificate from a General Practitioner may not be sufficient for determination of study impacts requiring specific accommodations. In these cases specialist documentation will be required
- Clearly identify your health practitioner details and their credentials
- Be legible, dated, signed and contain the health practitioner's stamp or provider number

Age of Documentation:

- No more than two weeks old for temporary conditions
- No more than six months old for fluctuating conditions
- Unrestricted for a permanent disability (excluding learning disabilities – please see below), however, USQ may request current medical information to ensure appropriate support.

Social Justice, Equity and Inclusion may request updated documentation to assess or review your current situation to ensure that current and appropriate supports are in place

It is also of benefit if on your documentation:

Your health practitioner:

- Recommends reasonable adjustments
- Outlines the likely impact of your disability/condition on your studies
- Highlights any other relevant information regarding your disability/condition

Specific Documentation Requirements

To ensure that specific adjustments and recommended supports are able to be arranged please make sure you have documentation from the appropriate health practitioner as listed below in the guide. Examples of appropriate sources of documentation are bulleted under each condition.

Without appropriate documentation, services and supports may not be available to you or may be restricted. Interim support may be arranged for a period of 1 semester while appropriate documentation is being sourced by you. If appropriate documentation has not been sighted after one semester, support arrangements may not continue. In some cases we may require further documentation during your studies if your circumstances change or to make decisions regarding specific aspects of your support.

The documentation is used to better understand your current support needs and to develop a Learning Support Plan. The supports contained in the Learning Support Plan are recommendations for academic and professional staff, therefore some negotiation may still need to occur should there be other factors raised by your examiners that impact on these recommendations.

Physical Disability:

- Medical Specialist
- Physiotherapist
- General Practitioner

Vision Impairment:

- Ophthalmologist
- Optometrist
- General Practitioner

Hearing Impairment:

- Audiologist
- General Practitioner

Medical Condition:

- Medical Specialist
- General Practitioner

Psychological Disability:

A diagnosis of a mental health condition must be based on the Diagnostic and Statistical Manual of Mental Disorders 5 and must confirm that the condition currently impacts on study or participation at university. Only interim support will be available if your General Practitioner provides a diagnosis of a mental health condition.

- Registered Psychologist
- Psychiatrist
- General Practitioner

Attention Deficit Hyperactivity Disorder (ADHD) / Attention Deficit Disorder (ADD):

Documentation must provide evidence of ADHD / ADD based on the Diagnostic and Statistical Manual of Mental Disorders 5 and must confirm that the condition currently impacts on study or participation at university. Only interim support will be available if your General Practitioner provides a diagnosis of ADHD/ADD.

- Registered Psychologist
- Psychiatrist
- General Practitioner
- Paediatrician

Neurological Condition:

- Neurologist
- Psychiatrist
- Neuro – psychologist
- General Practitioner

Autism/ASD:

- Paediatrician
- Registered Psychologist
- Psychiatrist

Learning Disability:

Documentation must include evidence of completion of relevant standardised assessment to diagnose learning disability. Documentation should be no more than 3 years old unless the assessment and report has been conducted in adulthood. In some situations an updated assessment may be requested if circumstances have changed in relation to the person's condition. For further information on assessment of learning disability go to: <http://www.adcet.edu.au>

- Registered Psychologist
- Developmental / Educational Psychologist
- Neuro - Psychologist.

Temporary Disability / Condition:

Students with a temporary disability, injury, mental health or medical condition which is impacting on studies must provide a medical certificate from an appropriately qualified health practitioner who is familiar with their medical history.

This documentation should specify:

- The timeframe for which the student is expected to be affected by the condition
- The nature of the condition and limitations on the student's performance.

This documentation will only be valid for the timeframe specified on the medical certificate. If further supports are required the student will need to organise updated health report.

For students with any other disabilities/conditions, please contact [Social Justice, Equity and Inclusion](#) on: +61 7 4631 2372 or disabilitysupport@usq.edu.au to clarify documentation requirements.