

GOOD SAMARITAN COLLEGE OF NURSING AND HEALTH SCIENCE
CINCINNATI, OHIO

POLICY TITLE: STUDENTS WITH SPECIAL LEARNING NEEDS

Good Samaritan College of Nursing and Health Science is respectful of students' rights and responsibilities in accordance with the **Americans with Disabilities Act of 1990 (ADA)** as amended by the ADA Amendments Act of 2008. Any student with a professionally diagnosed learning disorder/disability will be accommodated for their learning needs inasmuch as the college is capable. The learning disorder/ disability must not prohibit the student from meeting the course objectives. To determine eligibility for accommodations the college requires current evaluation (within the last three (3) years) and comprehensive documentation of the learning disorder/disability from the qualified diagnosing evaluator. The documentation is to contain the specific diagnosis, diagnostic test(s) administered with scores and specific major life activities affected by the disability. (Refer to the guidelines established by the Association on Higher Education and Disability (AHEAD) 'Seven Essential Elements of Quality Disability Documentation')

PROCEDURE

- A. Students who have not been previously diagnosed with a Learning Disorder or Disability.
- Student is identified and referred to Learning Specialist.
 - Student is assessed and determination is made if outside referral is needed.
 - Student is given a Learning Disorder/Disability Verification Form (J:\College Information & Forms\College Operations) and instructed to seek diagnostic evaluation. Referral contacts are suggested but student may choose the qualified, diagnostic evaluator.
 - The Academic Dean and Dept. Chairs are notified of student referral and a temporary plan developed by the Learning Specialist may be implemented, to allow for time for diagnostic evaluation. A time-line of at least two weeks will be needed to develop and implement this temporary plan.
 - Student completes diagnostic evaluation and diagnosing evaluator sends Verification Form with appropriate documentation to Learning Specialist. The documentation **MUST** contain the specific diagnosis, diagnostic test(s) administered with scores and specific major life activities affected by the disability. (Refer to the guidelines established by the AHEAD 'Seven Essential Elements of Quality Disability Documentation')
 - Learning Specialist forwards recommendations to the Academic Dean for review.
 - Academic Dean confirms with the Learning Specialist that the college is capable of meeting accommodations.
 - After Academic Dean signs off on student's accommodations Learning Specialist informs student, Dept. Chairs and Counselor, if appropriate, of accommodations to be implemented.
 - Student will be directed to contact the appropriate Dept Chair regarding the accommodations.
 - If student does not follow through with the diagnostic evaluation, the temporary accommodations can not be provided the next semester.
 - The student is required to meet with the Dept. Chair at the beginning of each subsequent semester for accommodations to be continued
 - Students who receive accommodations must meet with the Learning Specialist at the end of each semester to discuss their progress.
 - Learning Specialist will cc information to Dept. Chair of Student Success Program throughout the process.

B. Students previously identified by a professional with a Learning Disorder/Disability:

- If previously diagnosed and accommodations have been instituted at a previous educational setting (the diagnostic testing must be within last three (3) years) the student should notify the office of the Student Success Program and the student is to meet with the Learning Specialist upon entrance into the College.
- Student must request that a copy of their test results and recommendations be sent by the diagnosing evaluator to the Learning Specialist at least 3 three weeks prior to their need for accommodations.
- Student must meet with the Learning Specialist to discuss their special needs and recommendations. The Learning Specialist will forward recommendations to the Academic Dean for review.
- Academic Dean confirms with the Learning Specialist that the college is capable of meeting accommodations.
- After Academic Dean signs off on student's accommodations, the Learning Specialist notifies student, Dept Chairs and Counselor, if appropriate, of accommodations to be implemented.
- Student will be directed to contact the appropriate Dept. Chair regarding the accommodations.
- Student is required to contact the Dept Chair at the beginning of each subsequent semester for accommodations to be continued.
- Students who received accommodations are required to meet with the Learning Specialist at the end of each semester to discuss their progress.
- Learning Specialist will cc information to Dept. Chair of Student Success Program through the process

Approved By:  _____ Date: 8/31/09

Effective Date: January 2010

Review/Revision Dates: 5/05, 5/07, 8/09

Responsible Committee: Faculty Senate

Attachment:

Learning Disorder/Disability Verification Form (J:\College Information & Forms\College Operations)

GOOD SAMARITAN COLLEGE OF NURSING AND HEALTH SCIENCE
CINCINNATI, OHIO

LEARNING DISORDER/DISABILITY VERIFICATION FORM
(To be completed by the Qualified Diagnosing Evaluator)

Good Samaritan College of Nursing and Health Science is respectful of students' rights and responsibilities in accordance with the **Americans with Disabilities Act of 1990 (ADA)** as amended by the ADA Amendment Act of 2008. Any student with a professionally diagnosed learning disorder/disability will be accommodated for their learning needs inasmuch as the college is capable. The learning disorder/ disability must not prohibit the student from meeting the course objectives. To determine eligibility for accommodations the college requires current evaluation (within the last three (3) years) and comprehensive documentation of the learning disorder/disability from the qualified diagnosing evaluator. The documentation is to contain the specific diagnosis, diagnostic test(s) administered with scores and specific major life activities affected by the disability. . (Refer to the guidelines established by The Association on Higher Education and Disability (AHEAD) 'Seven Essential Elements of Quality Disability Documentation')

Please submit the following documentation pertaining to:

Student's Name (Print) *Student's Signature* *Date*

Information required (refer to the guidelines established by the AHEAD 'Seven Essential Elements of Quality Disability Documentation')

1. Date of diagnostic tests:
2. Date of last contact with student:
3. Specific diagnosis of learning disorder/disability/DSM IV:
4. Describe student's symptoms that meet the criteria for this diagnosis. Address specific major life activities affected by the disorder/disability and the impact the disorder/disability has on the student's academic studies.
5. Detail each diagnosis test administered with the test results.

6. Please recommend specific academic accommodations and supporting rationale as it relates to this student's diagnosis.

Signature: _____ title and credentials _____

Date _____

Please print:

Name and Title and credentials:

Address: _____
Street City State Zip

Phone: _____ Email Address _____

Please return this information to: *Learning Specialist*
Tel: (513) 862 2276 Fax 513 862 3572
Email: Dave_McCowan@trihealth.com