

## Documentation of Disability Related Needs

\_\_\_\_\_ has applied and has been approved to take the \_\_\_\_\_ exam administered by the Alabama Department of Environmental Management.

\_\_\_\_\_ has requested special accommodations due to a disability. The exam is 3 hours in length. It is administered at a location with other exam candidates and proctors.

Please complete the following questions so that we may determine what special accommodations, if any, should be granted.

1. What was the date of the individual's initial visit? \_\_\_\_\_
2. What was the diagnosis? \_\_\_\_\_
3. What is the extent of the disability? \_\_\_\_\_
4. What is the length of treatment? (If any) \_\_\_\_\_
5. If medication is used to treat the condition, is the condition successfully under control? \_\_\_\_\_
6. Did you administer a clinical exam? \_\_\_\_\_
7. Did you administer a learning/intelligence test? \_\_\_\_\_
8. Does the impairment limit the individual in major life activity\* as compared to the general population?  
\_\_\_\_\_
9. Date of last visit? \_\_\_\_\_
10. Based on your diagnosis, should the individual be granted special accommodations?  
\_\_\_\_\_

If yes, check ALL that apply below:

- \_\_\_ Wheelchair accessible testing site
- \_\_\_ Large print or Braille exams
- \_\_\_ Extended time- Specify \_\_\_\_\_  
(If more than time-and-a half, please justify)
- \_\_\_ Separate testing area- please specify \_\_\_\_\_
- \_\_\_ Taped exams
- \_\_\_ Readers or Stenographers to administer or take down test
- \_\_\_ Interpreters (Example: Sign language for the hearing impaired)
- \_\_\_ Other \_\_\_\_\_

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Comments \_\_\_\_\_

Signed \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_ License # \_\_\_\_\_

Daytime Telephone # \_\_\_\_\_

\*Examples of Major Life Activities

Learning	Performing Manual Tasks
Thinking	Seeing
Concentrating	Hearing
Interacting with others	Sitting
Caring for oneself	Walking/Running
Speaking	

We request that this form be returned by \_\_\_\_\_ so that we may make arrangements. If you have any questions, please call the Loans and Operator Certification Section, ADEM at (334) 271-7796.