DOCUMENTATION POLICY FOR STUDENTS WITH LEARNING DISABILITIES

Students will need to provide the disAbility Services Office with documentation of their learning disability and related needs so that determinations of academic support and reasonable accommodations can be made. Documentation should describe the specific impacts of the learning disability (e.g., slower information processing, reading comprehension, written expression, math problem solving) and recommendations for academic adjustments that have been used successfully by the student in recent years.

Recent and appropriate assessments should provide a basis for addressing the student’s current level of functioning and his or her disability-related learning needs. **Bucks does not have a separate program for students with learning disabilities but does provide support services that include reasonable academic adjustments, such as extended test time or note-taking supports when appropriate. Academic adjustments and supports are provided so that students can participate in academic courses and campus activities to the fullest extent possible, but they do not modify course requirements or academic standards in the college environment.**

I. Types of documentation that can be submitted to dS for eligibility review:

- A **current psychoeducational evaluation** completed within the past 3-5 years with cognitive and achievement test data, discussion of test results, and recommendations for reasonable academic adjustments;

- An **earlier diagnostic psychoeducational evaluation** with updated assessment test data and discussion of results and recommendations for academic adjustments;

- High school documentation that includes a **Re-evaluation Report (RR)** in conjunction with the most current **Individualized Educational Program Report (IEP)**. The IEP by itself may not provide sufficient diagnostic data to allow for determinations of reasonable accommodations in the college learning environment.

II. Criteria for determining a student’s academic adjustments and support needs:

- Assessments specifically identify the functional limitations posed by the student’s learning disability (e.g., slower information processing) and the academic adjustments that will accommodate this (e.g., extended test time);
• Assessments more generally describe a student’s disability-related limitations (e.g., reading comprehension) along with assessment data that provides a basis for an academic adjustment (e.g., strengths in listening comprehension).

III. How to get documentation of a learning disability:

A. If you are still in high school…
   • Meet with your teachers or counselors to review your current school records;
   • Copies of high school evaluation(s) or other documentation should be sent to;
     disAbility Services
     Rollins Center
     275 Swamp Rd.
     Newtown, PA 18940
   • If your school documentation is more than five years old or does not provide sufficient information about the impacts of your disability, you may need to obtain an updated assessment through a private evaluator. See our attached referral list.

B. If you received services in high school and already graduated…
   • You may have copies of your school records at home or at a family member’s—check first;
   • Contact the guidance department or school district central office to ask if they have any of the identified reports from high school, and if so, ask that they send a copy to the address above;
   • If you cannot locate any school-based documentation, you may need to have a re-evaluation done privately.

C. If you were tested privately…
   • Contact the person who performed the evaluation and request that a copy be sent to the dS Office.

D. If you have never been evaluated but think you have a learning disability…
   • You will need to get tested privately by a qualified practitioner. This may be a learning disabilities specialist, school psychologist, or licensed psychologist/neuropsychologist. The attached referral sheet provides contact information for some professional evaluators in this region.

For more information, contact April N. Thompson, MSRC, (215) 968-8465 or april.thompson@bucks.edu.

This revised policy is consistent with changes enacted into law with the 2008 amendments to the Americans with Disabilities Act and guidelines recently approved by the Association for Higher Education and Disability (AHEAD, 2012). BCCC’s documentation policies may differ from other colleges/universities or testing agencies. (2014)
Bucks County Community College disAbility Services

Referral Sources for Psycho-Educational Evaluations (2013)

If you have never been evaluated for a possible learning disability and find the need to have such an evaluation or if you need a reevaluation you may want to contact any of the following sources. Please note this list is meant to assist you in identifying possible referral sources. It is not an exhaustive list of services available in this area nor does it imply any relationship between these sources and Bucks County Community College. Information may be subject to change.

Center for Brief Therapy
Philadelphia College of Osteopathic Medicine
4190 City Avenue
Philadelphia, PA 19131
215-871-6487
Initial Intake-$60.00, follow up appointments $25.00, full assessment-$800.00. No sliding fee scale, no discounts for students, insurance not accepted

Center for Neuropsychology and Counseling
1243 Easton Road, Suite 203
Warrington, PA 18976
215-491-1119
Insurance not accepted. Evaluations cost $1500.00-$3500.00. Sliding scale and payment plans are available.

Chestnut Hill College
Comprehensive Psychoeducational Testing is done by graduate students, supervised Psychological Services Clinic
1107 Bethlehem Pike, Suite 212
Flourtown, PA 19031
(215) 233-1914
www.che.edu/psu

Dr. Jeffrey Fine Associates
The Atrium, Suite 7
4 Terry Drive
Newtown, PA 18940
215-860-1144
A comprehensive Psychological Evaluation will cost $1,890. A clinical evaluation (ADHD diagnosis) could cost up to $560.00. No sliding scales, although payment arrangements can be made.

Gail R. Karafin, Ed. D.
25 East State Street, Suite 205
Doylestown, PA 18901
215-345-8603
Hourly Rate $175.00, full report usually takes 6 hours of face to face meetings, and 6 hours of report assessment and development. Sliding fees and payment plans can be discussed.

Growth Opportunity Center
Dr. Diane Sizer
2910 Franks Road
Huntingdon Valley, PA 19006
215-947-8654 x269
Comprehensive evaluation can cost up to $1,800. Some insurance maybe accepted. Sliding scale and payment arrangements can be made. Student interns are available for evaluations at a reduced rate.
LaSalle University's Community Psychological Services  
Evaluation & Assessment Program  
1900 West Olney Ave.  
Philadelphia, PA 19141-1199  
215-951-1006  
Comprehensive psychological assessments for adults, services are provided by doctoral students under the supervision of licensed clinical psychologists; fee is $350; payment arrangements can be made.

Naomi Lennox  
1709 Langhorne Newtown Road, Suite 2  
Langhorne, PA 19047  
215-860-7001  
Accepts some insurance. Fee is $125.00 per hour for testing as well as report preparation, can be paid in 3 installments.

Faye Lovrinic, Psy.D.  
538 Street Road- Suite 100  
Southampton, PA 18966  
215-704-6238  
Gail Mallet  
Certified School Psychologist/Certified Neuropsychology  
1079 Connemara Circle  
Warrington, PA 18976  
215-491-9234  
Basic College Evaluation with a prior diagnosis-$500.00. Does not accept insurance. Payment arrangements can be made.

Psychological Services and Human Development Center  
220 Commerce Drive, Suite 401  
Fort Washington, PA 19034  
215-540-5860  
Dr. Debra Resnick, Psy.D  
The initial visit is covered by most insurance companies. Individual testing could cost up to $1,000, although there is a sliding fee scale and payment arrangements can be made.

Dr. Gail Mancini-Reichman  
4 Chapel Hill Road  
Huntingdon Valley, PA 19006  
267-825-0015  
Costs vary based on test required; sliding fee scale and payment arrangements can be made.

Southampton Psychiatric Associates  
1111 Street Road, Suite 312  
Southampton, PA 18966, 215-355-2011 comprehensive evaluation can cost up to $1,800; payment plans...