

Policy



Policy Title: Accommodations and Services	Category: Disability Services
Accountable Dean or Director: Senior Associate Dean for Student Affairs	
Reviewed By: Curriculum and Policy Subcommittee	Approved By: Executive Oversight Committee
Effective Dates: AY2022/23	Review Dates: TBD

RELEVANT LCME STANDARDS:

3.4 Anti-Discrimination Policy

PURPOSE AND SCOPE:

The Office of Student Disability Services ensures equal access for students with physical, learning, psychological, sensory and chronic health disabilities by coordinating reasonable accommodations through a variety of support services. Individually designed accommodation plans and services are determined based on the documented needs of each student in conjunction with their program requirements.

ACCOMMODATION PROCESS:

Students register with the office and access accommodations by completing 3 steps; submitting the [Application for Accommodations and Services](#), submitting documentation of the disability and meeting with SDS staff. The Director of Disability Services is responsible for determining the acceptability of documentation and reserves the right to require additional information. Students requesting academic accommodation for a disabling condition must be approved for the academic accommodation prior to the date of exam(s) or course assignments and deadlines. Accommodations cannot be made retroactively once approval is granted through SDS.

For any questions or to make an appointment, please email the Director of Disability Services, Christine Low, MSW at christine.low@mssm.edu. The SDS [webpage](#) has helpful information including the application and related policies.

Students who do not have documentation of their condition, and /or who believe they have an undiagnosed condition, should contact the Director of Disability Services to discuss their circumstances further. In general, students are welcome to seek evaluation on their own at their own expense. However, administrative referrals for students with academic challenges will be

supported by the Office for Student Affairs at the School of Medicine; the Associate Dean supports referrals for Graduate School students.

For more information, see the Disability Services [webpage](#).