



Dear Physician or other Professional,

The below referenced employee has requested employment accommodation coverage under the Americans with Disabilities Act (ADA), and regulations promulgated by the Department of Fair Employment & Housing (DFEH). In order to determine whether this employee's condition rises to the level of a "disability" as defined by the ADA, your assistance is needed. Please complete this form as fully as possible or answer all questions on your physician letterhead.

Employee Name:

Impairment / Disability:

Date Impairment / Disability Identified:

Duration (choose one): Temporary Permanent

If temporary, please indicate its expected duration. (eg. 3 weeks, 3 months, etc.)

Briefly describe how the individual is limited in major life activities on the basis of this disability and diagnosis. Major life activities are such functions as performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. This list of major life activities is meant to be illustrative rather than exhaustive.

Please describe current functional limitations and possible impact in the work environment (attach additional pages if needed).

Please list any additional restrictions that may impact the individual's ability to do the job.

Please list any recommended accommodations relevant to the diagnosis or condition.

Specific information regarding any prescribed medication:

Medication(s) prescribed:

Quantity or dosage:

Anticipated side effects which may impact the employee in the work environment:

Certifying Licensed Physician of Primary Health Care Provider

Name (Last, First M.I.)

Medical Facility

Address (City, State, Zip)

License #

Signature

Date

Please send this completed form to DPRC via one of the following ways:

E-mail: dprcomp@sfsu.edu
Fax: 415-338-1041 (Attention: Trey Duffy)
Mail: Disability Programs & Resource Center
Employee Accommodations Program
1600 Holloway Avenue, SSB 110
San Francisco, CA 94132

If you have any questions to this form, please do not hesitate to contact us at (415) 338-2472. Thank you.