

FORM 3 – ATTENTION DEFICIT/HYPERACTIVITY DISORDER VERIFICATION

Section 1 – Notice to Applicant

This section of this form is to be completed by the Applicant. The remainder of the form is to be completed by the qualified professional who is recommending accommodations on the bar examination for you on the basis of ADHD. Please read, complete, and sign below before submitting this form to the qualified professional for completion of the remainder of this form.

Applicant’s full name: _____

Date(s) of evaluation/treatment: _____

Applicant’s date of birth: _____

I give permission to the qualified professional completing this form to release the information requested on the form, and I request the release of any additional information regarding my disability or accommodations previously granted that may be requested by the Colorado Office of Attorney Admissions or consultant(s) of the Office of Attorney Admissions.

Signature of Applicant

Date

Section 2 – Notice to Qualified Professional

The above-named person is requesting accommodations on the Colorado Bar Examination. All such requests must be supported by a comprehensive written evaluation report from the qualified professional who conducted an individualized assessment of the applicant and is recommending accommodations on the bar examination on the basis of a learning disability. The Colorado Office of Attorney Admissions also requires the qualified professional to complete this form.

Print or type your responses to the items below. If any of the information requested in this form is fully addressed in the comprehensive evaluation report, you may respond by citing the specific page and paragraph where the answer can be found.

Please attach a copy of the comprehensive evaluation report and all records and test results on which you relied in making the diagnosis and recommending accommodations for the Colorado Bar Examination.

Return this completed form, the comprehensive evaluation report, and relevant records and test results to the applicant for submission to the Colorado Office of Attorney Admissions.

We appreciate your assistance.

The Colorado Office of Attorney Admissions may forward this information to one or more qualified professionals for an independent review of the applicant’s request.

Section 3 – Evaluator/Treating Professional Information

Name of professional completing this form: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____

Occupation and specialty: _____

License number/Certification/State: _____

Describe your qualifications and experience to diagnose and/or verify the applicant’s condition or impairment and to recommend accommodations.

Section 4 – Diagnosis and Current Functional Limitations

What is the specific diagnosis of the condition or impairment that requires the applicant to request testing accommodations? Provide a concise description.

Was the applicant’s motivation level, interview behavior, and/or test-taking behavior adequate to yield reliable diagnostic information/test results?

Yes No

Describe how this determination was made, including whether any symptom validity tests were administered. If such tests were not administered, please state why.

Is this a permanent condition?

If the condition/disability is not permanent in nature, please explain.

Describe the applicant's current symptoms of ADHD that cause significant impairment across multiple settings and that have been present for at least six months. Provide copies of any objective evidence of those symptoms, such as job evaluations, rating scales filled out by third parties, academic records, etc.

Describe the applicant's symptoms of ADHD that were present in childhood or early adolescence (even if not formally diagnosed that caused significant impairment across multiple settings. Provide copies of any objective evidence of those symptoms, such as report cards, teacher comments, tutoring evaluations, etc.

Briefly describe the nature of the condition or impairment and describe how it affects the applicant in a test situation.

In what way does the condition/disability prevent the applicant from taking the examination under standard testing conditions? The testing environment consists of large rooms where several hundreds of other applicants are testing. Testing session are three hours in the morning and three hours in the afternoon. Test sessions include essay, practice competency, and multiple-choice questions.

Current treatment consists of:

Date first met with applicant: _____

Length of treatment with applicant: _____

Date of last treatment/consultation: _____

Did you make the initial diagnosis?

Yes No

If no, provide the name of the professional who made the initial diagnosis and when it was made, if known.

What external validation (record review, interviews) supports self-report of ADHD symptoms and impairment determination?

Attach copies of any prior evaluation reports, test results, or other records related to the initial diagnosis that you reviewed.

Section 5 – Attach a Comprehensive Evaluation Report

The provision of reasonable accommodations is based on assessment of the *current* impact of the disability on the specific testing activity. The Colorado Office of Attorney Admissions generally requires documentation from an evaluation conducted within the last three years to establish the current impact of the disability. The diagnostic criteria as specified in the *Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM 5)* (or most current version) are used as the basic guidelines for determination of an Attention Deficit/Hyperactivity Disorder (ADHD) diagnosis. The diagnosis depends on objective evidence of ADHD symptoms that occur early in the applicant’s development and cause the applicant clinically significant impairment within multiple environments. Applicant self-report alone is generally insufficient to establish evidence for the diagnosis. Please provide a comprehensive evaluation report that addresses all five points below:

- Sufficient numbers of symptoms (delineated in DSM 5) of inattention and/or hyperactivity-impulsivity that have persisted for at least six months to a degree that is “maladaptive” and inconsistent with developmental level. The exact symptoms should be described in detail.
- Objective evidence that symptoms of inattention and/or hyperactivity-impulsivity that caused impairment were present during childhood.

- Objective evidence indicating that current impairment from the symptoms is observable in two or more settings. There must be clear evidence of clinically significant impairment within the academic setting. However, there must also be evidence that these problems are not confined to the academic setting.
- A determination that the symptoms of ADHD are not a function of some other mental disorder (such as a mood, anxiety, or personality disorder; psychosis; substance abuse; low cognitive ability; etc.).
- Indication of the specific ADHD diagnostic subtype: predominantly inattentive type, hyperactive-impulsive type, combined type, or not otherwise specified.

Section 6 – Formal Testing

Psychological testing and self-report checklists cannot be used as the sole indicator of ADHD diagnosis independent of history and interview. However, such findings can augment clinical data. They are particularly necessary to rule out intellectual limitation as an alternative explanation for academic difficulty, to describe type and severity of learning problems, and to assess the severity of cognitive deficits associated with ADHD (inattention, working memory, etc.).

Is there evidence from empirically validated rating scales completed by more than one source that levels of ADHD symptoms fall in the abnormal range?

Yes No

If yes, please provide copies.

Is there evidence from empirically validated rating scales completed by more than one source that the applicant has been significantly impaired by ADHD symptoms?

Yes No

If yes, briefly describe the findings.

Was testing performed that rules out cognitive factors as reasonable explanations for complaints of inattention, distractibility, poor test performance, or academic problems?

Yes No

If yes, briefly describe the findings.

Was testing performed that rules out psychiatric factors (anxiety, depression, etc.) or test anxiety as reasonable explanations for complaints of inattention, distractibility, poor test performance, or academic problems?

Yes No

If yes, briefly describe the findings.

Was testing performed to assess the possibility that a lack of motivation or effort affected test results?

Yes No

If yes, briefly describe the findings.

Section 7 – ADHD Current Treatment

Is the applicant currently being treated for ADHD?

Yes No

If yes, describe the type of treatment, including any medication, and state the extent to which this treatment is effective in controlling the ADHD symptoms. If it is effective, explain why accommodations are necessary.

If no, explain why treatment is not being pursued.

Section 7 – Recommended Accommodations

The Colorado Bar Examination is a timed written examination administered in three-hour sessions from 9:00 a.m. to noon and from 1:30 p.m. to 4:30 p.m. on Tuesday and Wednesday as scheduled twice each year. There is a lunch break from noon to 1:15 p.m. each day.

The first day consists of six essay questions (MEE) in the morning session and two performance test (MPT) questions in the afternoon session. The MEE and MPT are designed to assess, among other things, the applicant's ability to communicate his/her analysis effectively in writing. Applicants may use their personal laptop computers to type their answers, or they may handwrite their answers.

The second day consists of 200 multiple-choice questions (MBE), with 100 questions administered in the morning session and 100 questions in the afternoon session. Applicants record their answers by darkening circles on an answer sheet that is scanned by a computer to grade the examination.

Applicants are permitted to bring small snacks and water. Other items are not permitted in the testing room unless approved as accommodations. The examination is administered in a quiet environment, and the Colorado Office of Attorney Admissions provides applicants with small foam earplugs for use during the exam. Applicants are permitted to use the restroom at any time during the test sessions.

Taking into consideration this description of the examination and the functional limitations currently experienced by the applicant, what test accommodation (or accommodations, if more than one would be appropriate) do you recommend? (Check all that apply)

- Test Question Format:

Braille *Specify Version:* EBAE or UEB

Audio Version

Large Print/**18 point font**

Large Print/**24 point font**

Please explain the need for this accommodation and how it alleviates the impact of the applicant’s disability or disabilities in the context of taking a professional licensing exam, the bar exam.

- Assistance:

Reader

Typist/Transcriber for essay portions of the exam, MEE/MPT

Scribe for the multiple choice portion of the exam, MBE

Circle multiple choice answers in the MBE test booklet

Please explain the need for this accommodation and how it alleviates the impact of the applicant’s disability or disabilities in the context of taking a professional licensing exam, the bar exam.

Extra Time:

Test Portion	Extra Time Awarded	
MEE/Essay Exam	<input type="checkbox"/> 10%	Other (specify): _____
	<input type="checkbox"/> 25%	_____
	<input type="checkbox"/> 33%	
	<input type="checkbox"/> 50%	
MPT/Performance Test	<input type="checkbox"/> 10%	Other (specify): _____
	<input type="checkbox"/> 25%	_____
	<input type="checkbox"/> 33%	
	<input type="checkbox"/> 50%	
MBE/Multiple Choice Exam	<input type="checkbox"/> 10%	Other (specify): _____
	<input type="checkbox"/> 25%	_____
	<input type="checkbox"/> 33%	
	<input type="checkbox"/> 50%	

Please explain the need for this accommodation and how it alleviates the impact of the applicant's disability or disabilities in the context of taking a professional licensing exam, the bar exam.

Extra Breaks: _____

Please explain the need for this accommodation and how it alleviates the impact of the applicant's disability or disabilities in the context of taking a professional licensing exam, the bar exam.

Other Arrangements: _____

Please explain the need for this accommodation and how it alleviates the impact of the applicant’s disability or disabilities in the context of taking a professional licensing exam, the bar exam.

Section 8 – Qualified Professional’s Signature

I have attached a copy of the comprehensive evaluation report and all records, test results, or reports upon which I relied in making the diagnosis and completing this form.

I certify that the information on this form is true and correct based upon the information in my records.

Signature of person completing this form

Date signed