General Guidelines for Documentation of ADD/ADHD

In order to be considered for medication treatment of ADD/ADHD, a student must submit appropriate testing/documentation of their disorder that meets the following guidelines. Student Health Services reserves the right to request a reassessment if the documentation submitted does not meet the following guidelines.

All documentation must:

- Include a specific diagnosis based on the DSM V diagnostic criteria of the student’s disability
- Include an individualized history of the student’s educational, medical and family histories as related to the learning disability/attention deficit disorder. Should include interviews from the patient and parent or/and teacher. Report should demonstrate a lifelong history of learning difficulties across multiple domains ruling out other disorders (depression, anxiety and learning dis-abilities)
- Be conducted and signed by a licensed professional, i.e., licensed educational psychologist, clinical psychologist, learning disabilities specialist
- Include recommendations for accommodations including the use of medication
- Testing must have been completed within the last five (5) years.

An appropriate psycho-educational evaluation including comprehensive testing in each of the following areas must be submitted with all documentation:

Aptitude – The evaluation must include either of the following intellectual assessments, complete with all subtests (including optional) and standard scores reported.

- Wechsler Adult Intelligence Scale (WAIS-III or WAIS-R)
- Woodcock-Johnson Psycho-educational Battery-Revised (WJ-III or WJ-R):
  - Part I, Tests of Cognitive Ability
- Kaufman Adolescent and Adult Intelligence Test
- Stannford-Binet Intelligence Scale (4th ed.)

Achievement – The evaluation must include either of the following comprehensive achievement batteries, complete with all subtests and standard scores reported.

- Weschler Individual Achievement Test – II
- Woodcock-Johnson Psycho-educational Battery – III: Tests of Achievement
- Nelson-Denny Reading Test
- Woodcock Reading Mastery Tests – Revised
- Test of Written Language (TOWL-3)
- Scholastic Abilities for Adults (SATA)

Information processing – The evaluation must include specific area of information processing: short and long term memory, sequential memory, auditory and visual perception/processing, processing speed.
- Woodcock-Johnson Psycho-Educational Battery-(WAIS III or WJ-R)
- Wechsler Memory Scale (WMS-III or WMS-R)
- Learning Efficiency Test-II

**History** – A clinical interview to determine history of attentional problems.

**Attention** – An assessment of attentional factors must be included, i.e. Questionnaires, checklists.

**Medical evaluation** – The student’s current medical doctor must include a statement on letterhead, typed, and signed providing evidence of an attention deficit disorder, a history of the student’s attentional problems especially related to learning, and a history of the medication taken including current medication.

Please call the case manager if more information is needed at 806-743-2848. You can also have reports faxed to our office at 806/743-2122.
PROVIDER LIST FOR ADD TESTING

Dr. Julie Bates  
Dr. Patricia Driskill  
Dr. Stuart Spendlove  
5212 75th  
Lubbock, Tx  
806/794-3393  
Cost: $750. Must pay half on first day of testing and balance must be paid prior to picking up results. Done in two separate appointments. Will file insurance if covered and verified. Accepts Tricare South; requires referral from primary care physician.

Dr. Brian Carr  
3709 22nd place Suite C  
Lubbock, Tx  
806/795-3911  
Cost: $125 per hour with average cost for testing is approximately $900. Does accept most insurances; out of pocket cost averages $450-$550.

Dr. Elizabeth Linder  
4321 Marsha Sharp Freeway  
Lubbock, Tx  
806/797-2139  
Cost: $2,000-$3,000. Fee to be paid on day of testing. Usually takes 4-5hrs. to complete testing. Three week follow-up appt. to review results. Will file insurance if covered and verified.

TTU Psychology Clinic  
18th & Boston  
Lubbock, Tx  
806/742-3737  
Cost: $700. Must pay one half of fee on first day of testing and balance must be paid prior to picking up results. Test time is 5-6hrs. Done in two appointments. Insurance not filed by clinic for testing.

Dr. Esther Schwartz  
TTU Student Health Services  
1003 Flint Ave  
Lubbock, Tx  
806/743-2848  
Cost: $675. Testing time is 5hrs. Insurance not filed by clinic for testing. Student has option to pay fee at time of appointment or bill fee to Student Business Services account. Student will then have 30 days to pay fee. After 30 days Student Business Services will then bill late fees and place hold on student’s account.

Updated 8/2018