# FORM 4: psychological disability Verification

**NOTICE TO APPLICANT**: **This section of this form is to be completed by you**. 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 a psychological disability. 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: [SSN]:

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 Mississippi Board of Bar Admissions or consultant(s) of the Mississippi Board of Bar Admissions.

Signature of applicant Date

**NOTICE TO QUALIFIED PROFESSIONAL:**

The above-named person is requesting accommodations on the Mississippi Bar Examination. All such requests must be supported by a comprehensive 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 psychological disability. The Mississippi Board of Bar Admissions also requires the qualified professional to complete this form. **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 Mississippi Bar Examination. We appreciate your assistance.

The Mississippi Board of Bar Admissions may forward this information to one or more qualified professionals for an independent review of the applicant’s request.

### Print or type your responses to the items below. Return this completed form, the comprehensive evaluation report, and relevant records to the applicant for submission to the Mississippi Board of Bar Admissions.

## I. 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.

## II. DIAGNOSIS AND CURRENT FUNCTIONAL LIMITATIONS

1. What is the applicant’s DSM-IV-TR (or most current version) diagnosis? Please complete all five axes. If diagnosis is not definitive, please list differential diagnoses.

Axis I

Axis II

Axis III

Axis IV

Axis V

1. Describe the applicant’s history of presenting symptoms of a psychological disability. Include a description of symptom frequency, intensity, and duration to establish severity of symptomology.

1. Describe the applicant’s current functional limitations caused by the psychological disability in different settings and specifically address the impact of the disability on the applicant’s ability to take the bar examination under standard conditions. Note: psychoeducational, neuropsychological, or behavioral assessments often are necessary to demonstrate the applicant’s current functional limitations in cognition.

1. Describe the applicant’s compliance with and response to treatment and medication, if prescribed. Explain the effectiveness of any treatment and/or medication in reducing or ameliorating the applicant’s functional limitations and the anticipated impact on the applicant in the setting of the bar examination.

**ATTACH A COMPREHENSIVE EVALUATION REPORT.** An applicant’s psychological disability must have been identified by a comprehensive diagnostic/clinical evaluation that is well documented in the form of a comprehensive report. The report should include the following:

* psychiatric/psychological history
* relevant developmental, educational, and familial history
* relevant medical and medication history
* results of full mental status examination
* description of current functional limitations in different settings
* results of any tests or instruments used to supplement the clinical interview and support the presence of functional limitations, including any psychoeducational or neuropsychological testing, rating scales, or personality tests
* diagnostic formulation, including discussion of differential or “rule out” diagnoses
* prognosis

## III. ACCOMMODATIONS RECOMMENDED FOR THE MISSISSIPPI BAR EXAMINATION (check all that apply)

The Mississippi Bar Examination is a timed written examination administered in a three and one-half hour session from 8:15 a.m. to 11:45 a.m. and a four-hour session from 1:15 p.m. to 5:15 p.m. on Tuesday and three-hour sessions from 9:00 a.m. to noon and from 1:30 p.m. to 4:30 p.m. on Wednesday as scheduled twice each year. There is a one hour and fifteen minute lunch break each day.

The first day consists of four state (MSE) essay questions and one Multistate Performance Test (MPT) in the morning session and two state essay (MSE) questions and six Multistate Essay Examination (MEE) 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 assigned seats, two per six-foot table or three per eight-foot table, in a room set for 60 to 300 applicants. They are not allowed to bring food, beverages, or other items into the testing room unless approved as accommodations. The examination is administered in a quiet environment, and applicants are allowed to use small foam earplugs provided by the Mississippi Board of Bar Admissions. They may leave the room only to use the restroom or water station, within the time allotted for the test session.

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?

Test question formats:

Braille

Audio CD

Microsoft Word document on data CD for use with screen-reading software (for MEE, MPT and State Essay sessions only)

Large print/18-point font

Large print/24-point font

Assistance:

Reader

Typist/Transcriber for MEE/MPT/State Essay

Scribe for MBE

Explain your recommendation(s). \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Extra testing time. Indicate below how much extra testing time is recommended:

| **Test Portion** | **Standard Time** | **Extra Time Recommended** |
| --- | --- | --- |
| State Essay/MPT | 3½ hours AM | 10% 25%  33% 50%  Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| State Essay/MEE | 4 hours PM | 10% 25%  33% 50%  Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| MBE/Multiple-Choice | 3 hours AM  3 hours PM | 10% 25%  33% 50%  Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Explain why extra testing time is necessary and describe how you arrived at the specific amount of extra time recommended. If either the amount of time or your rationale is different for different portions of the examination, please explain. If relevant, address why extra breaks or longer breaks are insufficient to accommodate the applicant’s functional limitations.

Extra breaks. Describe the duration and frequency of the recommended breaks. Explain why extra breaks are necessary and describe how you arrived at the length or frequency of breaks recommended. If you are also recommending extra testing time, explain why both extra testing time and extra breaks are necessary.

Other arrangements (e.g., elevated table, lamp, medication, etc.). Describe the recommended arrangements and explain why each is necessary.

## IV. 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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title Daytime telephone number