Consent to the disclosure of accommodation requirements to the University of Ottawa Faculty of Medicine Student Accommodation Committee (SAC)

I___________________________________, of______________________________________,
(name in print) (city)

hereby consent to the disclosure of my accommodation requirements to the University Of Ottawa Faculty Of Medicine’s Student Accommodation Committee (SAC). I will be assigned a random SAC student number, and will not be identified otherwise to the members of the Committee at large. I am aware that the membership of this committee consists of: the Chair of the Accommodation Committee, the Associate Dean, Undergraduate Medical Education; the Associate Dean, Postgraduate Medical Education; the Assistant Dean, Student Affairs; the Director of Faculty Wellness; the Faculty Ethicist; an Access Service representative; a Counsellor from Student Affairs Office; and the Academic Advisor. I understand that the process of an accommodation is designed to assist me to meet my academic goals and that the committee will guard my confidentiality and will respect my individual circumstances at all times.

The information to be shared with the Full Accommodation Committee is limited to *:

- My SAC random student number (different than my student ID number) and graduation year
- The reason for my accommodation request:
  - Non-academic: Religious, physical accessibility or need, other...
  - Academic: Learning disability, ADHD/ADD, Mental health or physical disability
- A description of the accommodation requested
- My participation in the Faculty Wellness program and/or OMA Physician Health Program (PHP)
- Summary of recommendations by SASS (Student Access Success Service), if applicable
- Supporting functional limitations related to the diagnosis, goal(s) of the accommodation and recommendations from expert opinion or assessment (extracted from the documents, which are not shared with the full committee).

However I understand that:

1) It is the role of the Accommodation Committee to determine if the requested accommodation will permit me to meet my educational goals while continuing to meet academic and technical standards as stated in the Council of Ontario Faculties of Medicine Policy document entitled “Essential Skills and Abilities required for the Study of Medicine”.

2) Requests for accommodation cannot be presented at the SAC Committee until all appropriate supporting documentation is submitted.

3) I am required to provide a completed copy of the Accommodation Request form, as well as the necessary supporting documents to the Accommodation Counsellor for the Student Affairs Office and/or the Assistant Dean, Student Affairs a minimum of 6 weeks prior to the expected start of the accommodation.
4) In the course of the medical studies, particularly for clerkship, the goal of the accommodation may change. I understand that I am responsible for initiating the process for review of accommodation and possible amendments to the accommodation well in advance of the beginning of the clerkship.

5) In case of request for academic accommodation relating to a learning disability, a current psycho-educational assessment must be provided, stating the type of learning disability, functional limitations, goal of accommodation and recommendation on methods for accommodation.

6) In case of request for academic accommodation relating to other physical or mental disability, a medical assessment by a physician with appropriate expertise must be provided, stating the diagnosis of the disability, functional limitations, goal of accommodation and recommendation on methods for accommodation.

7) The Student Accommodation Committee may from time to time request further information or further assessments in order to best meet my accommodation needs. The Committee may amend suggested recommendations, approve fully or decline the accommodation request.

8) Any request for Academic Accommodation that has been approved by the SAC is not granted until approved by the Promotions Executive Committee at its next meeting. This committee may also request more information, approve with amendments, approve fully or deny the request.

9) The membership of the Promotions Executive Committee consists of: the Associate Dean, Undergraduate Medical Education; the Directors of Clerkships (both streams), The Directors of Pre-Clerkship (both streams), The Co-Directors of Evaluation, the Assistant Dean Francophone Affairs, a Faculty representative in Professionalism and the Academic Advisor (non-voting member).

10) For any Accommodation required during clerkship, the description of the granted accommodation will be sent to the Director of Clerkship. This will then be conveyed to the involved Rotation Supervisors.

- I understand that all my information is confidential and remains in a locked file in the Student Affairs Office
- I understand that this information is not to be released without my written consent
- I consent that my information, as described in paragraph 2*, be provided to the Full Student Accommodation Committee for the purpose of discussion and recommendations.

_______________________________________  ___________________________________
Signature of student                        Signature of Student Affairs Representative

Dated the ____ day of__________________, 20____