



Physician Cover Letter

Dear Physician,

Your patient, who is an employee of the University of Texas at Austin, has made a request for reasonable accommodation at work. Your input is needed to determine whether, or to what extent, a reasonable accommodation is necessary for the patient to perform one or more essential functions of his or her job safely and effectively.

Any records or information obtained by the University's ADA Coordinators (Dr. Jennifer Maedgen/Stephanie Myers) as a part of the accommodation process that reflect diagnosis, evaluation, or treatment of an individual's medical or mental health condition are confidential and maintained by the Office for Inclusion and Equity.

To assist us with this process, please complete the *Medical Certification Form*. The individual seeking a reasonable accommodation in the workplace should provide you with a copy of their job description. If no job description is available, please discuss the position with the individual to determine essential job functions. Please write legibly; if clarification is needed, the University's ADA Coordinators will contact you.

Your input is sufficient if it: describes the nature, severity, and duration of the individual's impairment, the workplace activity or activities that the impairment limits, and the extent to which the impairment limits the individual's ability to perform the activity or activities; and substantiates why the requested reasonable accommodation is needed.

Having a medical condition alone is not enough to make someone eligible for accommodation under the ADA. Under the ADA, an individual with a disability is someone with a physical or mental impairment that substantially limits one or more major life activities of such individual, has a record of such an impairment, or is regarded as having such an impairment. The impairment may be permanent, chronic, or progressive. An impairment that is episodic or in remission is considered a disability under the ADA if the condition would substantially limit a major life activity when active.

The ADA provides examples of major life activities, including caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, working, and the operation of a major bodily function, such as functions of the immune system, normal cell growth and digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions.

Thank you for your assistance. Your input and participation in the accommodation process is much appreciated.

If you have questions, please contact: Stephanie Myers, Deputy ADA Coordinator at 512-471-7107 or smyers@austin.utexas.edu