



Office of Equal  
Opportunity

**Accommodation Authorization for Release of Medical Information**

**TO:**

\_\_\_\_\_  
Printed Name of Medical Provider

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Telephone Number

**RE:**

\_\_\_\_\_  
Name of Patient

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Home Telephone Number

I, \_\_\_\_\_ authorize my Medical Provider to disclose to **Tufts University**, Office of Equal Opportunity, the requested information concerning my medical condition, to be used solely for the purpose of evaluating my request for a reasonable accommodation under Tufts Accommodations Policies. This letter further authorizes OEO to speak to my treating physician or health care provider directly in regards to any questions they may have with respect to my condition that relates to accommodations which may be necessary.

I understand that the requested data is for the above-mentioned purposes and that I may refuse to provide the requested medical information. However, I also understand if I refuse to provide the information, Tufts University may refuse to provide reasonable accommodation.

\_\_\_\_\_  
Patient/Requester Signature

\_\_\_\_\_  
Date



**Office of Equal  
Opportunity**

Attention Medical Practitioner:

The individual named below has indicated that they have a disability and will require reasonable accommodation(s) to participate in a program or activity at Tufts University. In order for Tufts to proceed, we require additional information about the individual's medical condition. We are enclosing with this a medical form (Accommodation Authorization for Release of Medical Information) so that they are fully informed of what we are asking and can approve the release of the information needed.

The Americans with Disabilities Act (ADA) requires the provision of reasonable accommodations to Tufts Community members, including visitors, patients and other members of the public who come to the campuses, who are disabled (i.e. have a medical condition that substantially limits a major life function). We are requesting the following information to determine if the individual is covered under the ADA, and if so, an explanation of the nature of the condition specific to which major life activities the condition limits. In addition, please advise us regarding what accommodations you believe the individual needs in order to be provided full access and participation during their visit to Tufts University. The individual should describe the details of their visit with you and make known to you any accommodations they are seeking.

Please return the completed signed forms or send them by fax (please adhere to HIPAA regulations and call before faxing) to Tufts University, Office of Equal Opportunity, at the following address/fax number:

Tufts University  
Office of Equal Opportunity  
196 Boston Avenue, Suite 4000B  
Medford, MA 02155  
Fax: 617.627.3075 Phone: 617.627.3298

If you have any questions or concerns about this form, please contact the Tufts Accommodations Team at [Accommodations.OEO@tufts.edu](mailto:Accommodations.OEO@tufts.edu).

1. Patient Name: \_\_\_\_\_

2. Nature of patient's condition(s): \_\_\_\_\_

\_\_\_\_\_

3. Date of onset of condition(s): \_\_\_\_\_

4. Current status of condition(s): (e.g. Active, Progressing, Controlled, In Remission): \_\_\_\_\_

\_\_\_\_\_

5. How long is this condition(s) likely to exist (be as specific as possible: e.g., lifetime, one year; six months; one month): \_\_\_\_\_

\_\_\_\_\_

6. Does the condition(s) affect a major life activity? Yes ☐ No ☐

If yes, what major life activity(s) is/are affected?

<input type="checkbox"/> Caring for Self	<input type="checkbox"/> Walking	<input type="checkbox"/> Hearing	<input type="checkbox"/> Standing
<input type="checkbox"/> Seeing	<input type="checkbox"/> Sleeping	<input type="checkbox"/> Reaching	<input type="checkbox"/> Speaking
<input type="checkbox"/> Breathing	<input type="checkbox"/> Toileting	<input type="checkbox"/> Learning	<input type="checkbox"/> Working
<input type="checkbox"/> Lifting	<input type="checkbox"/> Reproduction	<input type="checkbox"/> Concentrating	
<input type="checkbox"/> Performing Manual Tasks		<input type="checkbox"/> Interacting with Others	
<input type="checkbox"/> Other: (describe): _____			

Is the individual substantially limited in one or more of these major life areas? Yes ☐ No ☐

7. What limitations does this person experience as a result of their disability?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. What is the reason for this person's visit to Tufts University?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**9. Which Tufts University campus is the individual visiting?**

☐ Medford/Somerville

☐ Grafton

☐ Boston

☐ SMFA

☐ Satellite Clinic or campus (Location: \_\_\_\_\_)

☐ Virtual visit or event (Web Ex, Zoom, Teams, Event Streaming, etc.)

**10. What is the date and duration of the visit? If it will be a recurring visit (i.e. for medical appointments) please also include anticipated frequency of visits.**

\_\_\_\_\_

**11. What accessibility barriers might this person experience while visiting Tufts?**

\_\_\_\_\_

\_\_\_\_\_

**12. Please state possible reasonable accommodations you believe are necessary for this person to access Tufts.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Printed Name of Medical Professional:** \_\_\_\_\_

**License #:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please return completed form to Tufts University Office of Equal Opportunity

Confidential Fax: 617.627.3075

Email: Accommodations.OEO@tufts.edu

Mail: 196 Boston Avenue, Suite 4000B, Medford, MA 02155