# Determination of Eligibility Worksheet

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Student name:       DOB:

School:       Grade:       ID#:

The District 504 Eligibility Team must determine that 1) the student has a disability which 2) results in substantial limitation in one or more major life activities/bodily functions. The team must consider information from a variety of sources to make determination.

**Eligibility Part 1: Establishment of a mental or physical impairment.**

**#1. Does the student have a physical or mental impairment?**

Section 504 Regulations define physical or mental impairment’’ as (A) any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive, digestive, \_enitor-urinary; hemic and lymphatic; skin; and endocrine; or (B) any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities

Yes – What is impairment?

* List supporting data. Proceed to Question #2.

No – List supporting data. Student is not eligible. Proceed to Eligibility Determination Section

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**#2. Do cultural, economic or environmental factors account for the student’s inadequate learning and/or behavior of concern?**

Section 504 does not cover limitations of MLA/MBF caused by these factors.

Yes – List supporting data. Student is not eligible. Proceed to Eligibility Determination Section.

No – List supporting data. Proceed to Question #3.

**#3. Is impairment temporary?**

A temporary impairment is generally not considered a disability unless it is a substantial impairment, taking into account both the expected duration and the degree to which it actually limits a major life activity. A transitory impairment is impairment with an actual or expected duration of 6 months or less.

Yes – it is not considered a substantial impairment and/or has an expected duration of six months or less.

List supporting data. Proceed to Eligibility Determination Section.

Yes – it may considered a substantial impairment and/or have an expected duration longer than six months.

List supporting data. Proceed to Eligibility Determination Section.

No - List supporting data. Proceed to Question #4.

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**#4. Is impairment episodic or in remission?**

An episodic impairment or impairment in remission may be a disability if it substantially limits a major life activity when active.

Yes - List supporting data. Proceed to Question #5.

No - List supporting data. Proceed to Question #5.

**#5. Is the student using any measures or other modifications to reduce or control the effect of the impairment?**

Mitigating measures include medication, medical supplies, equipment, or appliances, low-vision devices (which do not include ordinary eyeglasses or contact lenses), prosthetics including limbs and devices, hearing aids and cochlear implants or other implantable hearing devices, mobility devices, or oxygen therapy equipment and supplies. Other mitigating measures also include the (1) use of assistive technology, (2) reasonable accommodations or auxiliary aids or services; or (3) learned behavioral or adaptive neurological modifications.

The determination of whether an impairment substantially limits a major life activity shall be made without regard to the ameliorative effects of mitigating measures

Yes - List measures used, frequency of use, and the effect on the impairment. Proceed to Question #6.

No - List supporting data. Proceed to Question #6.

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**Eligibility Part 2: Establish the impairment substantially limits one or more major life activities.**

**#6. Does the impairment limit one or more major life activities/bodily functions?**

Major life activities include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

Major bodily functions include but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

Yes - List areas/functions affected.

* List supporting data. Proceed to Question #7.

No - List supporting data. Proceed to Eligibility Determination Section.

**#7. Does the impairment result in substantial limitation?**

A substantial limitation is a restriction as to the condition, manner, or duration under which an individual can perform a major life activity as compared to an average person in the general population.

The team must focus on the major life activity as a whole (e.g. learning), not on a particular class (e.g. math) or sub-area (e.g., socialization; study skills).

**7a.** When impairment is in an active state (not in remission and mitigating measures are not used) the impact of the impairment as compared to typical peers is:

**Negligible:** an impairment that is minor, slight, or inconsequential.

**Mild/Moderate:** an impairment that is slight, average, or minor effect or impact.

**Substantial:** an impairment that is considerable, ample, large in effect or impact.

**Severe:** An impairment that is harsh, serious, and grave in effect or impact.

* List supporting data. Proceed to Question #7b.

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**7b.** When impairment is NOT in an active state (in remission and/or mitigating measures are being used) the impact of the impairment as compared to typical peers is:

**NA:** impairment is not episodic and no mitigating measures are used.

**Negligible:** an impairment that is minor, slight, or inconsequential.

**Mild/Moderate:** an impairment that is slight, average, or minor effect or impact.

**Substantial:** an impairment that is considerable, ample, large in effect or impact.

**Severe:** An impairment that is harsh, serious, and grave in effect or impact.

* List supporting data. Proceed to Eligibility Determination.

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Eligibility Determination

In order to be eligible for services under Section 504, a student must have a physical or mental impairment that results in a substantial limitation in one or more one or more major life activities/bodily functions.

Based an analysis of the evaluation data, the District 504 Eligibility Team has come to the following consensus.

The student is not eligible under Section 504.

The student is eligible under Section 504. The school's team (including the parent) will meet within 30 days to develop a plan.

The student is eligible under Section 504 but does not currently require a 504 Plan because:

Corrective effects of mitigating measures are effective

The impairment is episodic or in remission

E. **Team Signatures**

All participants in eligibility determination are required to sign below. If participant was not in attendance for entire meeting(s), they are to sign and note that under Additional Comments.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature | Title | Area of Expertise (Mark all that apply) | Date |
|  |  | Student  Evaluation Data  Placement Options & Accommodations |  |
|  |  | Student  Evaluation Data  Placement Options & Accommodations |  |
|  |  | Student  Evaluation Data  Placement Options & Accommodations |  |
|  |  | Student  Evaluation Data  Placement Options & Accommodations |  |
|  |  | Student  Evaluation Data  Placement Options & Accommodations |  |
|  |  | Student  Evaluation Data  Placement Options & Accommodations |  |

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**Additional Comments:**