Confidential medical report

Access arrangements and reasonable adjustments (AARA)

The QCAA requires a medical report in support of AARA or illness and misadventure applications. Medical reports may be completed by a registered medical practitioner including a general practitioner (GP), medical specialist, psychologist, occupational therapist, physiotherapist or optometrist, a certified practising speech pathologist or a speech pathologist who is eligible for membership of Speech Pathology Australia (SPA) as a certified practising member. This practitioner must not be related to the student or directly employed by the student's main learning provider (MLP). Practitioners, such as regional speech pathologists who are employed to support multiple schools or in programs such as GPs in schools, are not considered directly employed by the MLP.

The information provided in this statement needs to be current and relate to the relevant assessment period. All information will be managed in accordance with QCAA policy and the *Information Privacy Act 2009*, and will be used for the purpose of determining the student's AARA application.

Use of this template is optional. If the medical practitioner does not use this template, they must supply a current medical report containing all the following information on the medical practitioner's letterhead or another appropriate report template.

The school will submit this completed report as part of an AARA or Illness and misadventure application via the QCAA Portal.

This page is to be completed by the student and their parent/carer.

Student details	
Student name	
LUI	
School	
I give permission for my medical practitioner to provide information concerning this application to the QCAA, if required.	
Student signature:	**Date:** / /
Parent/carer signature: (if student is under 18)	**Date:** / /

Electronic signature: If this document is completed electronically, by completing each of the fields above and inserting the signatory's name, the signatory agrees that this becomes a signed document pursuant to section 14 of the *Electronic Transactions (Queensland) Act 2001*.

This medical report is comprised of three parts:

Part A: AARA application	Part B: Illness and misadventure application for external assessment	Part C: Medical practitioner details
Medical details about existing and chronic conditions	Medical details about unexpected illness or events	

Medical practitioners complete either Part A or Part B, dependent on the reason for the application. Part C is to be completed in all circumstances.

Part A: AARA application

This section is to be completed *only* by the medical practitioner for AARA applications for existing and chronic conditions.

Student name	
Diagnosis	
Date of diagnosis	/ /
Provide a brief history of the student's disability, impairment and/or medical condition, including relevant functional impact/s.	

Comment on the probable effect of the disability, impairment and/or medical condition on the student's capacity to complete timed assessment (examinations).

Part B: Illness and misadventure application for external assessment

This section is to be completed *only* by the medical practitioner in the case of an unexpected illness or event for external assessment.

Information for the medical practitioner

- **Note: External assessment cannot be rescheduled**. Students are encouraged to attend if they are well enough to do so and there is no risk to themselves or others.
- A late application for AARA can be considered if AARA can address the functional impacts of the condition to enable the student to participate on the same basis as other students (e.g. use of a computer for a student with an injury affecting handwriting; rest breaks for a student who is unable to sit for extended periods of time).
- Students who are sick at the time of **external assessment** may request the submission of an illness and misadventure application if they:

- are unable to attend assessment, or
- attend and feel that their performance was adversely affected by an illness or misadventure event.

- **Students who have approved AARA in place must demonstrate that a deterioration or complication of the condition occurred that diminished the student's performance in external assessment.**

Student name	
Diagnosis	
Nature of condition	☐ temporary medical condition **OR** ☐ deterioration in a chronic condition
Date of diagnosis	/ /
Duration of effect	/ / to / /
Comment on the probable effect of the illness or event on the student's capacity to undertake or complete timed assessment (examinations).	
I consider that the effect of the impairment arising from the medical condition is/was:	
☐ mild ☐ moderate ☐ severe	
I consider that the student is/was:	
☐ disadvantaged in assessment performance ☐ unable to participate in assessment	
If the student was affected for less than a full day, comment on the amount of time the student was affected during a timed assessment, e.g. second half of the examination session.	

Part C: Medical practitioner details

Name	
Profession	
Phone	
Specialty/qualifications (if applicable)	
Place of work	
Registration number	
Practice stamp (if applicable)	

Signature:	**Date:** / /

Electronic signature: If this document is completed electronically, by completing the fields above and inserting the signatory's name, the signatory agrees that this becomes a signed document pursuant to section 14 of the *Electronic Transactions (Queensland) Act 2001*.

Privacy Collection Notice: The Queensland Curriculum and Assessment Authority (QCAA) is collecting personal information herein to perform its functions under Part 2 Division 2 of the *Education (Queensland Curriculum and Assessment Authority) Act 2014*, and for related purposes. If the information is not provided, the QCAA may be unable to decide the application or request. The QCAA may disclose personal information under applicable law. For further information about how the QCAA handles personal information, please see the Privacy Policy at https://www.qcaa.qld.edu.au/privacy. For enquiries, contact legal@qcaa.qld.edu.au.

About this report

Access arrangements and reasonable adjustments (AARA)

Some students may have disability, impairment and/or medical conditions, or experience other circumstances that may be a barrier to their performance in assessment. Access arrangements and reasonable adjustments (AARA) are designed to assist these students. AARA are arrangements and adjustments made at the time of assessment, such as the provision of extra time, rest breaks and/or varied seating. For more information, visit www.qcaa.qld.edu.au/senior/assessment/aara.

Illness and misadventure

Students may be impacted by temporary illness or a deterioration of an existing medical condition at the time of assessment, or they may by impacted by an unexpected event that is beyond their control such as a natural disaster, an accident, a personal circumstance (e.g. summons/subpoena to appear in court, death or funeral of a close family member) or significant cultural obligation (e.g. Sorry Business). These students may be eligible for illness and misadventure adjustments after external assessment.

Submitting this report

The medical practitioner should return this form to the student. The school will submit the report as part of an AARA or Illness and misadventure application via the QCAA Portal.