

# QCAA Confidential Medical Report

## Information for medical practitioners

### What is the medical report used for?

As each student's needs are different, the school and the Queensland Curriculum and Assessment Authority (QCAA) rely on the expert medical opinion of the student's medical practitioners to inform decisions about what adjustments best accommodate the student's needs, whilst maintaining the integrity of the assessment instrument and fairness to all students across Queensland.

### How much detail is necessary?

Because any variation to the conditions of assessment can only be granted if it is supported by medical evidence, you should provide as much detail as possible as to the effect of the student's condition or disability on their ability to access assessment.

There are separate sections relating to the student's capacity to complete timed assessment (i.e. examinations) (see Part A) and assessment more generally (including assignments) (see Part B).

### What kinds of adjustments can be made to assessment?

The nature of the adjustment will depend on the individual student's needs, but must not compromise the integrity of the assessment instrument in terms of the knowledge and skills that it is assessing.

For example, if an assessment instrument requires students to make a spoken or signed presentation, the task may be adjusted for a student suffering anxiety so that the presentation is pre-recorded, or presented individually to the teacher. The task cannot be changed to allow the student to submit a written response instead.

A student with ASD may experience difficulty settling at the start of an examination. They may require rest breaks during timed assessment, to enable them to use recommended strategies such as breathing techniques to manage their anxiety at the start of an exam without losing working time. They may also require prompting to refocus if necessary.

A student with arthritis may require the use of computer (without spellcheck) during timed assessment because they experience pain when handwriting. The same student may also need extra time to complete the task as their pain impacts their ability to complete the task within the standard time limits.

A student with a broken wrist may need to work with a scribe for the period that their wrist is immobilised, and may require rest breaks in exams during the rehabilitation period.

A student with influenza during an assignment preparation period may require an extension of the due date to make up for lost preparation time.

### Which sections should be completed?

Part A should be completed for all applications. Part B **or** Part C should be completed as follows:

Part B should be completed if the student has a known condition, and is applying for access arrangements or reasonable adjustments in advance of the assessment.

Part C should be completed if the student has a temporary illness, or a significant deterioration of an existing condition, which has occurred immediately before or during the assessment.

### What happens to the completed form?

You should return the form to the student or their parents/carers, who will submit it to the school as part of their application. The school will then submit these applications to the QCAA as necessary.