



**TREATING HEALTHCARE PROFESSIONAL
REPORT FORM**
**Request for Extension of
Medical Leave of Absence**

Section 1: To be completed by the student

Student Name: _____ Date of Birth: _____ Berg ID: _____

I am requesting an extension of my Medical Leave of Absence for: _____ (specify semester and year)

I understand and consent to the following: The information below will be reviewed by the Office of the Dean of Students. I understand that the Dean of Students may share this information with other Muhlenberg College officials, as necessary, for the purpose of review of the Medical Leave of Absence (MLOA) request.

Student Signature: _____ Date: _____

Section 2: To be completed by a licensed treatment provider.

This is to be completed by the student's treating physician, licensed mental health provider, or other licensed healthcare provider. The provider must be an impartial diagnostician who does not have an immediate familial relationship with the student.

Providers: The above-named student has requested to extend their Medical Leave of Absence from Muhlenberg College, reporting to have had a condition preventing him/her/they from meeting the expectations of a student during the above indicated term. The student reports that you have evaluated or treated him/her/they for that condition during that time period. Please address every question listed below by either completing the form or by writing a summary on letterhead and returning it to the Dean of Students at the address noted below.

• Name of Student/ Patient: _____ Date of Birth: _____ •

Provider's Name: _____ Provider's Title/ Degree: _____

Provider's Area of Medical/ Mental Health Specialization: _____

Office Address: _____

Office Telephone: _____ Fax: _____

• Your assessment and treatment of the student

1. • Medical in nature • Psychological in nature • Other _____

2. How long have you known this student: _____

3. Approximate date(s) of treatment/ assessment _____/_____ to _____/_____

4. Diagnoses: _____

5. Symptoms – Please explicitly state the functional impairments that inhibit the student from attending class and/or completing coursework:

6. Treatment Recommendations:

• Any additional information the healthcare provider thinks would be helpful for the College to know.

• **Your Recommendation:** Do you believe that the student, due to the condition(s) described above, is unable to meet the expectations of a student during the period of the requested MLOA ? • Yes •No Please include additional comments as necessary.

Signature of provider: _____ License#_____

Date: _____

Signed letters or forms can be mailed or faxed to:

Dean of Students Muhlenberg College, 2400 Chew Street, Allentown, PA 18104

Telephone: 484-664-3182; Fax 484-664-3930