## SOAR Works logo

Medical Summary Report Template- Child

Use your own agency letterhead and delete the guidance underneath

each heading when submitting to DDS

[Insert DDS Address/Examiner if known]

**NAME:**

**SSN:**

**DOB:**

Dear \_\_\_\_\_\_\_\_\_:

## INTRODUCTION

(The child’s physical description, including their behavior, mannerisms, and dress; all of the child’s physical and mental health diagnoses; information/observations that illustrate the child’s symptoms and functioning)

## PERSONAL HISTORY

(Including abuse/trauma history, family structure, and whether child is involved in child welfare and/or juvenile justice system)

## EDUCATIONAL HISTORY

(Education history; include child’s current functioning, whether the child is in special education, what type of special education program and services the child is receiving, whether the child has had any disciplinary incidents, and if the child has difficulty in completing homework.)

SUBSTANCE USE\* (If applicable)

(Substance use history and treatment, including reasons for use, impact of use, treatment history, and any periods of sobriety; describe the child’s symptoms while sober)

## PHYSICAL HEALTH HISTORY

(Brief summary of the child’s symptoms and treatment for physical health conditions at all providers including context for treatment, diagnoses, medications and side effects)

## PSYCHIATRIC/PSYCHOLOGICAL HISTORY

(Brief summary of the child’s symptoms and treatment for mental health conditions at all providers including context for treatment, diagnoses, and medications and side effects)

## FUNCTIONAL INFORMATION

(Address all six domains of functioning using detailed examples and quotes to describe how the child’s symptoms impact his/her ability to function. Remember this may be relevant to both paragraph B of a Mental Health Listing and to an analysis of how the child’s limitations due to his/her impairment(s) functionally equals the listings.)

Functional Domain I: Acquiring and Using Information and/or SSA listing paragraph B category: Understand, Remember, or Apply Information.

Functional Domain II: Attending to and Completing Tasks and/or SSA listing paragraph B category: Concentrate, Persist, or Maintain Pace

Functional Domain III: Interacting and Relating with Others and/or SSA listing paragraph B category: Interact with Others

Functional Domain IV: Moving About and Manipulating Objects

Functional Domain V: Caring for Yourself and/or SSA listing paragraph B category: Adapt or Manage Oneself

Functional Domain VI: Health and Physical Well-Being

## SUMMARY

(Brief summary of the evidence provided, restating diagnoses provided in the introduction)

If you have any questions, please call \_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_, or Dr. \_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_.

Sincerely,

[Insert signatures]