



The Center for Success
St. John Paul II Library, Lower Level
Phone: 740-284-5358

Dietary Accommodation Requests

In compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA), Franciscan University of Steubenville (FUS) has established an interactive process for students with documented disabilities to request reasonable on-campus dietary accommodations. FUS is committed to making reasonable modifications to its rules, policies, and practices as required by law to afford people with disabilities an equal opportunity to access its programs, services, and activities. The procedures below apply to resident students (students living on campus) requesting dietary accommodations for mandatory meal plans.

FUS requires that all resident students have a full meal plan depending on their residential assignment. FUS and Parkhurst Dining (Parkhurst) are committed to offering a wide range of options for a healthy dining experience. Moreover, Parkhurst is committed to providing students with high quality food selections. A variety of protein options are available to students daily, if a student is restricted to consuming grass-fed beef due to medical necessity, other protein options are available and thus an accommodation is not necessary. The term “organic” is a food industry term, not a medical term, in consideration of requests recommending organic products a connection between the medical diagnosis and the recommended organic diet should be clearly articulated.

For students who have special dietary and nutritional needs, a variety of options and customized menus are available to address your needs. Those students in need of dietary accommodation should not expect an automatic exemption from this meal plan requirement as most dietary accommodations can be facilitated through Parkhurst. Parkhurst will attempt to make every reasonable effort to support a student’s documented dietary needs.

What is Available:

If you have allergies to any of the top 9 FDA recognized allergens (i.e. gluten, dairy, soy, peanuts, tree nuts, shellfish, fish, eggs, and sesame), a formal dietary accommodation request form is not required to be completed. Instead, you should contact the Dean of Students (or designee) to schedule an appointment to discuss your dietary needs with Parkhurst.

Parkhurst offers a variety of food options for special diets, including guests with food allergies. We provide accurate labeling of food products, prepared by a culinary team that is knowledgeable about good allergies and sensitivities. Our chefs prepare food in an Allergy Safe Zone with dedicated equipment to avoid possible cross-contamination.

In addition, a variety of meats, fish, poultry and vegetables are offered daily that can be specifically prepared if needed. If you are unable to find something to eat, please see a Parkhurst manager or supervisor for assistance.

Please note: While we make every effort to prepare all allergen free menu items as safe as possible, we are a facility that uses allergens in other areas.

Suggestions for Managing Food Allergies:

- ✓ Read the menus and ingredient information available to be better informed.
- ✓ When in doubt about ingredients in a particular food, direct your questions to a manager or chef.
- ✓ Avoid self-serve and deep-fried dining options.
- ✓ Educate yourself on how to avoid possible cross-contamination.
- ✓ Have proficient knowledge of/carry with you at all times medications to treat an allergic reaction.
- ✓ Remember, you may ask Dining Services employees to change their gloves or use a new utensil/

Procedures for Requesting Dietary Accommodations:

To request a dietary accommodation, students must:

1. Have the Dietary Accommodation Request Form completed. The Dietary Accommodation Request form should:
 - a. be completed by a licensed professional or physician who is qualified to diagnose the type of condition for which the dietary accommodation is being requested.
 - b. include a clearly stated diagnosis of the disabling condition, the date of diagnosis, the date of most recent contact with the individual, and the current level of functions.
 - c. provide a summary of procedures and laboratory results used to arrive at the diagnosis.
 - d. include information about the stability of the condition, whether it is expected to progress over time, and whether changes to accommodation may need to be made over a period of time.
 - e. treatments and/or medications currently in use that may be impacting day-to-day functioning, either in a positive or negative way, should be provided. This will be taken into consideration when determining accommodation needs.
 - f. describe the specific diet(s) recommended and estimate the length of time the diet is needed.
 - g. suggest appropriate dietary, housing, and/or academic accommodation(s), outline the level of need for the requested accommodation and the anticipated consequences of not receiving the requested accommodation.

Please note that more than one Dietary Accommodation Request may be needed (completed by different providers), depending on the nature and complexity of the student's condition(s).

2. Complete the Application for Accessibility Services through The Port.
(Student Services > Accessibility Services > Application for Accessibility Services)
This application allows the student an opportunity to self-report and describe his/her experiences related to the disability.

Dietary Accommodation Considerations.

- a. Severity of Condition:
 - i. Is the impact of the condition life threatening if the request is not met?
 - ii. Is there negative health impact that may be permanent if the request is not met?
 - iii. If not permanent, is there a potential adverse health reaction if the request is not met?
 - iv. Is the request an integral component of a treatment plan for the condition in question?

If necessary, the information will be forward to Parkhurst and the Accessibility Coordinator (or deisgnee) will schedule a meeting with the student and an appointed Parkhurst representative to discuss his/her dietary needs and available options.

In consultation with Parkhurst staff, Accessibility Coordinator (or designee) will review the student's request and related documentation and determine an appropriate and reasonable dietary accommodation, if warranted. The University does not grant dietary accommodations solely on the recommendations of a licensed professional or physician, but on the documented functional limitations posed by the student's disability under the ADA and Section 504 of the Rehabilitation Act. One of three decisions will be made:

- i. Meal plan accommodation request is denied: Student's dietary needs can be accommodated as there are plenty of food options available;
- ii. Student's dietary needs can be accomodated with modification (reduced meal plan, specifically prepared meals, pre-ordered meals, etc.)
- iii. Student's dietary needs cannot be accommodated, and the student is therefore exempt from the meal plan requirement.

If approved for a dietary accommodation, within ten (10) calendar days, the Accessibility Coordinator (or designee) will provide a formal Dietary Accommodation letter to the student and the FUS Student Life Office detailing the specific dietary accommodation plan.

Dietary accommodations are effective for one (1) academic year. Re-application is necessary to continue accommodations for subsequent academic years. A student may be asked to consult with Accessibility Coordinator (or designee) and Parkhurst at the end of each year to evaluate whether new services put in place might be able to meet the student's dietary needs.

It is the responsibility of the student to contact the Accessibility Coordinator (or designee) if they feel their dietary accommodation needs are not being met.

NOTE: The provisions set forth herein are not contractual in nature, whether in their own right, or as part of any other express or implied contract. Accordingly, the University retains discretion to revise this policy at any time, and for any reason. The University may apply policy revisions to an active case provided that doing so is not clearly unreasonable.



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DIETARY ACCOMMODATION REQUEST FORM

The Center for Success (CFS) provides accommodations to students diagnosed with a disability that substantially impacts one or more major life functions. To determine eligibility for services and appropriate accommodations, current and comprehensive documentation of the disability from a licensed professional who is credentialed to perform such evaluation is required. Documentation should be submitted by an external, qualified provider, as documentation from the University Counseling Center typically cannot be used on its own to support an accommodation request. If you have any questions pertaining to documentation needs, feel free to contact the Accessibility Coordinator at **(740) 284-5358** or email **accessibility@franciscan.edu**.

STUDENT INFORMATION: ***** To be completed by the student *****

Full Legal Name: _____

Date of Birth: _____ Cell Phone: _____

FUS ID#: _____ FUS Email: _____@student.franciscan.edu

Address: _____

MEDICAL INFORMATION: ***** To be completed by the diagnosing professional *****

The provider should refrain from restating the student's self-report (e.g., "student reports," "student endorses"); Accessibility Services requires objective diagnostic impressions. Note: Documentation based on a single encounter conducted solely to obtain a diagnosis may not provide enough information to establish a non-observable disability or an accommodation need and may require additional documentation.

1. What is the diagnosis? When was the student last treated and the expected duration of the disabling condition?

2. Describe the symptoms of the condition.

3. How does this condition interfere with the student's daily living and eating?

4. Is there any potential food and medication interaction? Is the student prescribed an EpiPen?

5. Please list any medically necessary dietary restrictions.

6. Please explain the connection between the medical diagnosis and the dietary restrictions for the management and treatment of the condition.

7. A prescribed dietary plan must be attached .

PROVIDER INFORMATION:

Signature: _____ Date: _____

Print Name and Title: _____

State of License: _____ License Number: _____

Address: _____

Telephone: _____

Once completed, please return this form back to the student so that they may upload it with their
Accessibility Services Application (found on the FUS website).
If you have questions regarding this form, please call CFS at 740-284-5358.