

Sample Psychologist-to-SSA Letter

This sample letter is designed as a guide to help you draft a *personalized* medical report documenting mental impairment.

[Psychologist's Name] [Street Address] [City, ST ZIP] [DATE]

[Recipient Name] [Title] [Company Name] [Street Address] [City, ST ZIP]

Re: [Patient Name; Date of Birth; SSN]

To Whom It May Concern:

My patient [NAME] has [MS diagnosis and relevant condition] that is severe. The neurological problems caused by the MS have been documented elsewhere by [his/her] physician. [HE or SHE] is limited in daily activities and is unable to work on a sustained basis. I have interviewed [NAME] and administered a battery of standardized neuropsychological tests, including [FULL LIST OF TESTS, DATA, AND RESULTS]. [NAME] has at least two specified impairments, including: (PROVIDE EXAMPLES)

- ☐ Loss of previously acquired functional abilities.
- ☐ Memory impairment (reference memory tests).
- ☐ Loss of intellectual ability (reference education and occupation history, test scores, and change in IQ).
- ☐ Marked restrictions of activities of daily living and sustained work (reference function affected, such as sitting, standing, walking, or using extremities).
- ☐ Marked difficulties in maintaining concentration, memory, persistence, or pace.

[NAME] has an Organic Mental Disorder that is a direct result of brain damage caused by MS.

- ☐ Include details of all mental impairments related to MS, the progression and severity of symptoms, and all other related conditions. Reference medical evidence and standardized neuropsychological tests.
- ☐ Detail how mental impairment impacts the person's ability to participate in daily activities and work on a sustained basis. Reference medical evidence and standardized neuropsychological tests.
- ☐ Detail all MS-related impairments, the progression and severity of impairments and related symptom(s), and all other conditions, [making specific reference to the SSA criteria for evaluating impairment](#) (such as Sections 11.09B, 12.02A, and 12.02B).

In my opinion, [NAME] is unable to resume any type of gainful employment due to mental impairment. MS is a progressive neurological disorder, and while disability can be delayed with treatment, there is not a cure. My expectation is that [NAME] will see a continued decline in function over time.

Sincerely,