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, <u>making specific reference to the SSA</u>

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.