I. RECORDS: Provide all records covering prior psychiatric hospitalizations and/or other periods of observation or treatment, which have not been previously submitted. These records must be in sufficient detail to permit a clear evaluation of the nature and extent of any previous mental disorders.

II. PSYCHIATRY: A report by a qualified psychiatrist is required. Preferably, the psychiatrist will be Board Certified by the American Board of Psychiatry and Neurology, or have the training and experience equivalent to that required for Board Eligibility. A personal physician is often a good source for a referral.

The examination must be of recent date, and the report should be in sufficient detail and depth to permit an accurate evaluation of the examinee's interval history and current psychiatric status. The usual elements of an evaluation such as past history, family history, and current mental status should be included.

III. PSYCHOLOGY: A report by a qualified clinical psychologist is required. The psychologist must be experienced in administering and evaluating tests such as those described below. Preferably the psychologist will meet the requirements for state licensure or certification, and have a Doctorate in Psychology. A local psychological society or mental health organization may be a referral source for a psychologist.

The psychological evaluation and report (including a copy of the test protocols) should be complete and comprehensive, and should be based on a detailed examination using a battery of psychological tests including:

1. The complete Wechsler Adult Intelligence Scale - Revised (WAIS-R)
2. The Minnesota Multiphasic Personality Inventory (MMPI)
3. Any three or more of the following tests or their equivalents
   a. A cognitive function screening including such tests as -
      1. The Trails Making Test
      2. The Category Test, Booklet or Machine
      3. A memory scale such as -
         a. The Wechsler Memory Scale
         b. The California Verbal Learning Test
         c. The Rey Auditory Verbal Learning Test
   b. A projective test such as the Rorschach or Sentence Completion
   c. A personality inventory test such as -
      1. The NEO-R
      2. The Personality Assessment Inventory
      3. The Millon Clinical Multiaxial Inventory (MCMI)
   d. A symptom screening test such as -
      1. The Beck or Hamilton for depression
      2. The MAST test for alcoholism

The evaluating psychologist should select the particular tests based upon his or her experience, considering the particular issues involved.

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