

Olin Psychological APC's FAA ADHD Fast-Track Document Checklist

Gather the items below and upload them via our SimplePractice secure portal no later than 72 hours before your appointment (link provided after signing up).

1. Pharmacy records – past 4 years

- Include all prescriptions, not just ADHD medication, from every pharmacy used.
- PDF export or scanned print-out is acceptable.
- If you haven't had any prescriptions in the past 4 years, request records from the last pharmacy you went to and send that.

2. ADHD-specific medical & therapy records

- Initial diagnostic note and all follow-up visits (psychiatrist, psychologist, PCP).
- Progress notes from therapists, counselors, or coaches addressing ADHD.
- Don't truncate records, send the whole medical record that includes the ADHD visits.

3. Additional ADHD/learning evaluations

- Psycho-educational or neuropsychological assessments.
- Reports from school psychologists, speech or occupational therapists.

4. Records for any other diagnosis treated with ADHD medication

- Example: stimulant prescribed for narcolepsy—include diagnostic note & med history.

5. Driver-license history – past 4 years

- Request motor-vehicle records from each state where you've held a license.

6. Academic documentation

- Official transcripts through highest degree.
- Attempt to get elementary, middle school and high school transcripts.
- ACT, SAT, GRE, MCAT, LSAT scores, etc.
- Section 504 Plans, IEPs, or workplace accommodation letters.
- Standardized-test accommodation decisions, if applicable.

7. Previous cognitive or psychological test reports

- Reports from school psychologists, developmental pediatricians, etc.
- WAIS, WIAT, WISC, CPT

8. Personal Statement (FAA 14-question format)

- Type, sign, and date; limit 2–3 pages.
- Address every question in the FAA guideline chronologically.
- Use an AI to help you edit and proofread if needed.

9. Optional supporting evidence

- Recent employment performance reviews.
- Letters from instructors or employers confirming symptom-free performance.
- CVs and/or resumes.

Questions? Call or text Dr. Olin at 949-648-7788 or email info@olinpsychological.com.