



HIAS HELPFUL HINTS: FORM N-648

This guide is meant to provide some basic advice to physicians and their staff on how to complete the Form N-648, Medical Certification for Disability Exceptions, and to authorized immigration legal service providers assisting disabled naturalization applicants. It cannot cover every possible situation that may arise in the preparation of this form. The information provided herein is not intended to and does not constitute legal advice, and does not create an attorney-client relationship between the reader and the Hebrew Immigrant Aid Society.

- ✚ Use the Form N-648 ***only*** if an applicant is ***unable to take the test of English and/or civics required for naturalization due to a medical disability and/or impairment.***
- ✚ ***If the applicant is able to take the test***, but may have difficulty doing so due to a disability and/or impairment, s/he ***does not qualify for a waiver -- do not use the Form N-648.*** Such an applicant may ***request an accommodation due to a disability on the Form N-400.*** The applicant's doctor should write a supporting letter to the applicant's request for an accommodation, stating the diagnosis and an explanation why the accommodation is needed.
- ✚ The Form N-648 may ***only*** be signed by a ***Medical Doctor (M.D.), Doctor of Osteopathy (D.O.) or Clinical Psychologist.*** It must be prepared by the medical professional or staff under his/her supervision. Immigration legal service providers may discuss the Form N-648 with the medical professional, but cannot complete it instead of the medical professional.
- ✚ It is best for the applicant's ***regular*** physician to complete the Form N-648.
- ✚ ***Only the most current version of the Form N-648 will be accepted by USCIS,*** which is ***available online*** at www.uscis.gov.
- ✚ The answers on the Form N-648 ***must be legible.*** It is preferable for the Form N-648 to be ***typed.*** If it is handwritten, it must be in ***black ink.***
- ✚ Responses must be in ***simple language*** that ***a person without medical training can understand.***

- ✚ **Do not** use abbreviations and acronyms.
- ✚ If an item or question is not applicable, write “N/A.” If the answer is none, write “None.”
- ✚ If more space is needed to fully answer a question, **each additional page must include the doctor’s signature and date**, as well as the **applicant’s name and alien number at the top of each additional sheet**, and indicate **the part and number of the question** to which the answer refers.
- ✚ **Part III, #1:** Provide **clinical diagnosis and DSM IV code** (for mental impairments only) of the applicant’s disability and/or impairment(s).
- ✚ **Part III, #5:** If the medical professional completing the Form N-648 is **not the medical professional regularly treating the applicant**, s/he must provide: **the name, address and telephone number of the applicant’s regularly treating medical professional and an explanation why s/he is completing the Form N-648 instead of the regularly treating medical professional.**
- ✚ **Part III, #8:** Provide **initial cause(s) or origin(s)** of the applicant’s disability and/or impairment(s) (e.g. genetic mutation, accident, etc.). If there is no known cause, write **“No known cause.”**
- ✚ **Part III, #9:** To respond to this question:
 - **Provide the medically acceptable clinical methods used to arrive at the diagnosis.** (E.g. diagnostic or laboratory tests, clinical observation, a clinical questionnaire, previous medical records, or a combination of methods and/or techniques). If no diagnostic tests were given or taken, explain how the diagnosis was reached and why diagnostic testing was inappropriate.
 - **If there are written test or laboratory results, you may attach or bring the same to the interview** (e.g. If the applicant scored 20 points out of the possible 30 points on the Mini-Mental Status Examination, bring the scored test result and explain the significance of that result).
- ✚ **Part III, #10:** The answer to this question must include:
 - The **connection between the applicant’s disability and/or impairment(s) and his/her inability to learn and demonstrate knowledge of English and/or civics.**

- The *severity of the effects of the medical condition(s) on the applicant's ability to learn.*

✚ **Medical Professional's Certification:** Before signing the Form N-648, the *Medical Professional is required to certify that s/he has verified the applicant's identity and to indicate the form of U.S. or state government-issued picture ID used for that purpose.*

✚ **Interpreter's Certification:**

- If an interpreter was used during the examination that forms the basis for the N-648, the box entitled "***Interpreter Information***" on page 6 ***must be completed.*** Otherwise, the Form N-648 will be rejected as incomplete.
- If the interpreter translated communications between the applicant and the medical professional during the examination telephonically, the interpreter is *not required* to complete the "***Interpreter's Certification***" portion that follows "***Interpreter Information***".
- **The Interpreter's Certification relates to the communications between the applicant and the medical professional on the day of the examination that formed the basis for the N-648 certification. This may be the day of the applicant's appointment for the N-648 preparation. By signing the certification, the interpreter is *not* vouching for every communication that ever happened between the applicant and the medical professional.**