

Report Writing Overview

Description and Importance

This set of three documents provides the foundation and applied guidance for writing high-quality adult ADHD psychological evaluation reports. These materials are intentionally designed to walk new clinicians through the structure, language, and clinical rationale of the report writing process, beginning with a blank template, progressing to a narrated instructional version, and culminating in a fully completed example based on a fictitious client, Megan. The goal is to standardize report content while preserving individualized interpretation and professional voice. Collectively, these documents serve as the primary orientation and applied training tool for developing consistent, accurate, and compelling ADHD diagnostic reports within the Adult ADHD Specialist model.

Outline and Overview of Each File

1. Basic Report Template (Blank Template)

Purpose:

Provides the full structure of the ADHD evaluation report with embedded stock language, section headings, and explanatory text.

Contents Overview:

- Structured headings for each report component: Identifying Information, Evaluation Summary, Purpose, Assessment Strategy, Diagnostic Strategy, etc.
- Insert prompts for individualized data (e.g., “Insert findings”).
- Pre-written descriptions of tools used (e.g., BAARS-IV, BDEF, BFIS, CNS Vital Signs).
- Clinical interpretation guidelines for DSM-5-TR diagnostic criteria and symptom domains.
- Final section includes treatment recommendations and signature field.