

## NOTICE OF PRIVACY PRACTICES

**THIS NOTICE DESCRIBES HOW HEALTH INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY**

Each time you visit a healthcare provider, a record of your visit is made. Typically, this record contains your symptoms, examination and test results, diagnoses, treatment, a plan for future care or treatment, and billing-related information. This notice applies to all records of your care generated by a provider of Psychological Health-Roanoke.

### **Our Responsibilities**

We are required by law to maintain the privacy of your health information and provide you a description of our privacy practices. We will abide by the terms of this notice.

### **HOW WE MAY USE AND DISCLOSE HEALTH INFORMATION ABOUT YOU**

The following categories describe examples of the way we use and disclose health information:

#### **For Treatment:**

We may use health information about you to provide treatment or services and continuity of care with other healthcare providers.

#### **For Payment:**

We may use and disclose health information about your treatment and services to bill and collect payment from you, or a third party payer. We may also tell your health plan about treatment you are going to receive to determine whether your plan will pay.

#### **For Health Care Operations:**

- To remind you that you have an appointment for medical care
- To tell you about health-related benefits or services

When disclosing information, primarily appointment reminders and billing/collections efforts, we may leave messages on your answering machine/voice mail.

#### **Future Communications:**

We may communicate to you via newsletters, mail outs or other means regarding treatment options and health related information.

#### **Law Enforcement/Legal Proceedings:**

We may disclose health information for law enforcement purposes as required by law or in response to a valid subpoena.

### **YOUR HEALTH INFORMATION RIGHTS**

Although your health record is the physical property of Psychological Health- Roanoke you have the **RIGHT TO:**

#### **Inspect and Copy:**

You have the right to inspect and obtain a copy of the health information used to make decisions about your care. We may deny your request to inspect and copy in certain circumstances. If you are denied access you may request that the denial be reviewed. Another licensed health care professional chosen by Psychological Health-Roanoke will review your request and the denial. The person conducting the review will not be the person who denied your request. We will comply with the outcome of the review.

**Please turn over**

### **Amend:**

If you feel that your health information is incorrect or incomplete, you may ask us to amend the information. You have the right to request an amendment for as long as the information is kept by or for Psychological Health-Roanoke. We may deny your request for an amendment and if this occurs, you will be notified of the reason for the denial.

### **An Accounting of Disclosures:**

You have the right to request an accounting of disclosures. This pertains to disclosures we make of your health information for purposes other than treatment where an authorization was not required.

### **Request Restrictions:**

You have the right to request a restriction or limitation on the health information we use or disclose about you. You also have the right to request a limit on the health information we disclose about you to someone who is involved in your care or the payment for your care. **We are not required to agree to your request.** If we do agree, we will comply with your request unless the information is needed to provide emergency treatment.

### **Request Confidential Communications:**

You have the right to request that we communicate with you about medical matters in a certain way or at a certain location. For example, you may ask that we contact you at work instead of your home. Psychological Health-Roanoke will grant reasonable requests for confidential communications at alternative locations and/or via alternative means only if the request is submitted in writing and the written request includes a mailing address where the individual will receive bills for services and related correspondence. We reserve the right to contact you by other means and at other locations if you fail to respond to any communication from us that requires a response. We will notify you in accordance with your original request prior to attempting to contact you by other means or at another location.

### **A Paper Copy of This Notice:**

**You have the right to a paper copy of this notice. You may ask us to give you a copy of this notice at any time.**

**To exercise any of your rights, please obtain the required forms from the Privacy Official and submit your request in writing.**

### **CHANGES TO THIS NOTICE**

We reserve the right to change this notice at any time.

### **COMPLAINTS**

If you believe your privacy rights have been violated, you may file a complaint with Psychological Health-Roanoke. You may also file a complaint with the Department of Health and Human Services. All complaints must be submitted in writing. **You will not be penalized for filing a complaint.**

### **OTHER USES OF HEALTH INFORMATION**

Other uses and disclosures of health information not covered by this notice or the laws that apply to us will be made only with your written permission. If you provide us permission to disclose health information about you, you may revoke that permission, in writing, at any time. If you revoke your permission, we will no longer disclose health information about you for the reasons covered by your written authorization. You understand that we are unable to take back any disclosures we have already made with your permission, and that we are required to retain our records of the care that provided to you.

**Psychological Health-Roanoke-MINOR REGISTRATION**

Date: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Patient: \_\_\_\_\_

First

Middle

Last

Address \_\_\_\_\_

Street and PO Box

City

State

Zip Code

Age \_\_\_\_\_ Birth Date \_\_\_\_\_ Social Security # \_\_\_\_\_

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Responsible Party \_\_\_\_\_ DOB: \_\_\_\_\_

Social Security # \_\_\_\_\_ Relation to patient: \_\_\_\_\_

Employer/Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer Phone \_\_\_\_\_

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**If custody is shared both responsible parties need to be listed:**

Responsible Party \_\_\_\_\_ DOB: \_\_\_\_\_

Home Address (if different from above): \_\_\_\_\_

Home #: \_\_\_\_\_ Cell#: \_\_\_\_\_ (if different than above)

Social Security # \_\_\_\_\_ Relation to patient: \_\_\_\_\_

Employer/Address \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer Phone \_\_\_\_\_

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Do you have Medical Insurance? **Yes, please provide a copy to the receptionist at time of check-in.**  
**If No, then payment is due in full date of service.**

**REQUIRED INFORMATION:**

In case of emergency, who should be notified? \_\_\_\_\_ Phone: \_\_\_\_\_

Relation to patient: \_\_\_\_\_

I authorize treatment deemed necessary by the health care providers of Psychological Health- Roanoke.

A law enacted in Virginia in 1989, authorizes health care providers to test their patients for HIV antibodies and other blood borne pathogens when the health care provider is exposed to the body fluids of a patient in a manner which may transmit human immunodeficiency virus (HIV) and other blood borne pathogens.

Pursuant to this law, in the event of such an exposure, you will be deemed to have consented to such testing, and consented to the release of the test results to the health care provider who may have been exposed.

However, you would be informed before any of your blood would be tested for HIV antibodies and other blood borne pathogens and the testing would be explained. You could ask any questions you might have at that time.

I authorize Psychological Health-Roanoke to release to my health plan any and all information which it deems necessary regarding my care and treatment to insure prompt payment of all charges for services provided. I hereby assign the payment of all insurance benefits to Psychological Health- Roanoke for any and all charges incurred in connection with services provided to me. I also consent to a copy of this authorization and assignment being used in place of the original.

I understand fully that I remain responsible to pay Psychological Health-Roanoke for all charges not paid by either my insurance companies and/or employer, subject to the rules of any federal or state health insurance program such as Medicare or Medicaid, or to other contractual provisions that may limit a patient's responsibility to pay for medical costs and services. Payment shall be due within thirty days of receipt of a statement.

In consideration of the services rendered and to be rendered pursuant to my request for medical services from Psychological Health- Roanoke, I hereby waive any right to a jury trial should Psychological Health-Roanoke have to file suit to collect my account.

METHODS OF PAYMENT:

Our office accepts the following payment methods:

Cash, Personal Check and Credit Cards.

For returned checks we assess a \$50.00 NSF charge, and report to the local Commonwealth attorney's office checks that are not paid within 2 weeks of being returned to our office.

If fees are not paid, the patient understands that our office reports to an outside collection agency. In the event that your account is turned over for collections, patient agrees to pay all additional fees assessed in the collection of the debt. These fees include collection agency fees and attorney fees.

The parties agree that all claims, disputes and other matters of action shall be brought within and decided in the Commonwealth of Virginia.

*You agree, in order for us to service our account or to collect any amounts you may owe, that we may contact you by telephone at any telephone number associated with you account, including wireless telephone numbers, which could result in charges to you. We may also contact you by sending text messages or emails, using any email address you provide to use. Methods of contact may include using pre-recorded/artificial voice messages and/or use of an automatic dialing device, as applicable. I/We have read this disclosure and agree that the Lender/Creditor may contact me/us as described above.*

DO NOT SIGN UNTIL YOU HAVE READ AND UNDERSTAND THIS INFORMATION.

\_\_\_\_\_  
Responsible Party for Minor

\_\_\_\_\_  
Date

**Psychological Health- Roanoke**  
**Informed Consent for Treatment**

**Confidentiality**

Clinicians and staff in Psychological Health-Roanoke value the patient-therapist and patient-physician relationships and strive to keep all information confidential. We only release information to others with your written permission.

Here are some important exceptions to this confidentiality of which we want you to be aware. These include:

- Suspected child abuse or neglect
- Suspected abuse or neglect of an elderly or incapacitated adult
- Patient is thought to be an immediate threat to self or others
- Court-ordered releases with regard to legal actions
- Misconduct by a health care provider
- Workers Compensation
- If you are licensed or certified by a health regulatory board or hold a multistate license, and your condition places you or the public at risk

**Other Matters Related to Confidentiality**

- It may occasionally be helpful or necessary to consult about a patient with another professional. In these consultations, the physician/therapist makes every effort to avoid revealing the identity of the patient. The consultant is, of course, also legally bound to maintain confidentiality.
- If insurance reimbursement is requested, we are required to provide the insurer relevant information such as diagnosis and/or treatment plan.
- If the patient is under eighteen years of age, please be aware that while the specific content of therapy is confidential, parents have a right to receive general information on the progress of the treatment and have legal access to the record.

**I understand that my therapist will discuss my diagnosis as well as the method of treatment. The nature of the treatment has been described to me as well as possible side effects and alternative forms of treatment. I understand I may withdraw from treatment at any time, but if I decide to do this, I will discuss my plan with this physician/therapist before acting on it.**

**The physician/therapist has further discussed with me scheduling policies, fees to be charged, and matters relating to insurance, and if applicable, preauthorization and utilization review issues.**

**If you need to change an appointment, please give us a minimum 24 hours notice. We reserve the right to assess service charge to patients who break or fail to attend their appointment commitments with us and who fail to give us at least 24 hours notice of their intention to do so. Follow-up appointments will only be made when any outstanding co-payment balance is paid.**

**I have read the above; fully understand the diagnosis, the nature of treatment, the alternatives to this treatment, the fees, and the limits of confidentiality and give consent for treatment.**

**I acknowledge that I have been given the Psychological Health-Roanoke Notice of Privacy Practices. I understand that if I have questions or complaints that I should contact the Privacy Official. Patient Initial: \_\_\_\_\_**

Patient: \_\_\_\_\_ Date: \_\_\_\_\_

Provider: \_\_\_\_\_ Date: \_\_\_\_\_

## PATIENT'S RIGHTS AND RESPONSIBILITIES

### **Statement of Patient Rights**

- \*Patients have the right to be treated with dignity and respect.
- \*Patients have the right to fair treatment regardless of race, religion, gender, ethnicity, age, disability or source of payment.
- \*Patients have the right to have their treatment and other information kept private.
- \*Only in life-threatening situations or if required by law, can records be released without a signed consent from patients.
- \*Patients have the right to information from staff/providers in language they can understand.
- \*Patients have the right to an easy to understand explanation of their condition and treatment.
- \*Patients have the right to know all about their treatment choices regardless of cost coverage.
- \*Patients have the right to get information about services offered by their providers and patient role in the treatment process.
- \*Patients have the right to request professional information about their provider.
- \*Patients have the right to know the clinical guidelines used in providing and/or managing their care.
- \*Patients have the right to provide suggestions on office policies and procedures.
- \*Patients have the right to complain and to know about their complaint, grievance and appeals process.
- \*Patients have the right to know State and Federal laws governing their rights and responsibilities.
- \*Patients have the right to participate in the formation of their plan of care.

### **Statement of Patient Responsibilities**

- \*Patients are responsible for providing their medical provider with information needed to deliver quality care.
- \*Patients are responsible for informing their provider when/if their treatment plan is no longer effective.
- \*Patients are responsible to follow their treatment plans and to inform their provider of any changes to the treatment plan made by other providers including any changes in their medications.
- \*Patients are responsible for reviewing their care and treatment plans continuously and reporting effectiveness or ineffectiveness of the care plan to their provider.
- \*Patients are responsible for treating those giving them care with dignity and respect.
- \*Patients should not be involved in any conscious behavior that could endanger the safety of their provider, office staff or other patients.
- \*Patients are responsible for keeping their appointments, arriving on time and notifying the office of any cancellation at least 24 hours prior to the appointment.
- \*Patients are responsible for addressing questions about their care to their provider and ensure understanding of their care and their role in the treatment process.
- \*Patients are responsible for notifying their provider of any concerns regarding payment or insurance coverage.

***I understand my rights and responsibilities as stated above.***

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***Patient Signature***

***Date***

# Psychological Health Roanoke Financial Policies

Name \_\_\_\_\_

## Failed Appointment and Late Cancellation Policy

**WE ASK THAT YOU GIVE 24 HOURS NOTICE IF YOU  
INTEND TO CANCEL AN APPOINTMENT.**

Appointments cancelled with less than 24 hours notice and appointments not kept will result in a mandatory \$25 scheduling charge unless there is illness or an emergency. Your therapist may also bill you for your missed or cancelled appointment. Your insurance will not pay for missed or cancelled appointments. Please discuss this policy with your therapist.

## Co-Payment Policy

Insurance companies **require** us to collect applicable co-payments at **every** visit. If a co-payment is missed, it is to be paid at your next visit. **Failure to pay two consecutive co-payments will result in your not being able to schedule future appointments until paid.**

## Collection Policy

***Please note that all accounts 90 days in arrears are subject to be submitted to a collection agency. The amount will include the balance owed plus all collection agency fees.***

**I understand the Policies described above.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PSYCHOLOGICAL HEALTH ROANOKE, PC**

2840 Electric Road, Suite 200

Roanoke, VA 24018

Tel: 540-772-5140 Fax: 540-772-5157

**PARENT/GUARDIAN CONTRACT**

\_\_\_\_\_  
Client's Name

\_\_\_\_\_  
Date of Birth

I/We have requested that Psychological Health Roanoke provide evaluation and treatment for my child, named above.

I/We have read the Office Policy Statement and the handout on Confidentiality and agree to adhere to the policies explained in these handouts.

I agree that to protect the confidential nature of my child's psychotherapy I will not call the treating therapist as a witness in any custody, visitation, support or other subsequent court proceedings. I have been advised that evaluations pertaining to custody issues should be done by neutral evaluators who assess all parties involved and that the child's therapist precludes acting as custody evaluator.

I understand that the charge will be \$135 for the initial session and \$101 for subsequent 45 minute sessions. This may differ as determined by your insurance company. Psychological Testing is billed at \$143 per hour including time for scoring and interpretation. There will be a charge of \$101 per hour for other professional services not covered by insurance. This includes report writing, telephone conversations lasting longer than 10 minutes, consultations and any other service you request. I understand that payment is due when the services are rendered. I have been informed that if for any reason there is an outstanding balance over 90 days, PHR will take action to collect this balance and I will be responsible for any additional collection fees and costs. By my signature below I attest that I will be responsible for these charges.

If at any time I/we decide that therapy is not benefitting my/our son/daughter, I/we agree to notify Psychological Health Roanoke in writing that the therapy is to be terminated. I/We agree to assume financial responsibility for all charges incurred. I/We also agree to discuss termination of therapy and termination of my/our financial responsibility for it with my/our son/daughter so that he/she will understand the reason(s) for these decisions.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Relationship & Signature of Parent/Guardian

If parents have joint legal custody, both parents need to sign permissions for their child to be seen here. A copy of this contract and the applicable handouts can be provided for the other parent.

**Non-Subpoena Contract for Clients in Couple, Family, or Child/Parent Therapy**

**ALL PARTIES ACKNOWLEDGE THAT THE GOAL OF PSYCHOTHERAPY IS THE AMELIORATION OF PSYCHOLOGICAL DISTRESS AND INTERPERSONAL CONFLICT, AND THAT THE PROCESS OF PSYCHOTHERAPY DEPENDS ON TRUST AND OPENNESS DURING THE THERAPY SESSIONS.**

It is understood that no party shall attempt to subpoena PHR or the treating therapist's records for a deposition or court hearing of any kind for any reason.

Therefore, it is understood by all parties that if they request services from PHR, they are expected not to use information given to during the therapy process for their own legal purposes or against any of the other parties in a court or judicial setting of any kind.

Further, any testimony that interested parties may request will be met with "I respectfully choose not to answer on the basis of therapist-client privileged communication," pursuant to:

**Virginia State Law Sec. 8.01-399. Communications between physicians and patients (Supreme Court Rule 2:505).**

**A. Except at the request or with the consent of the patient, or as provided in this section, no duly licensed practitioner of any branch of the healing arts shall be permitted to testify in any civil action, respecting any information that he may have acquired in attending, examining or treating the patient in a professional capacity.**

Any action to be taken to uphold this agreement and the integrity of the client/therapist relationship will result in all applicable fees and expenses. These fees and expenses include, but are not limited, to legal fees, fees for PHR staff time, phone calls, face to face meetings, and time away from the office. Any additional applicable fees and expenses incurred by any PRH staff member will also be assessed and charged.

Signed and Dated \_\_\_\_\_

Signed and Dated \_\_\_\_\_

Signed and Dated \_\_\_\_\_

Signed and Dated \_\_\_\_\_



Patient Name \_\_\_\_\_

Date \_\_\_\_\_

DOB \_\_\_\_\_

**Release for Coordination With Primary Care Physician:**

For the purpose of coordinating care, my behavioral healthcare practitioner may wish to release pertinent information about my current treatment to my primary care physician. I hereby authorize the use or disclosure of my individually identifiable health information. This release shall be valid until 365 days after my last date of treatment or until the time I revoke this release, which can be done at any time.

**Name of Primary Care Physician**

**I do not have a Primary Care Physician.**

(Check One) I do  I do NOT  give permission to the practitioner named above to exchange information about my current treatment with my primary care physician.

**SIGNATURE IS REQUIRED**

Patient (Guardian) Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of Witness \_\_\_\_\_ Date \_\_\_\_\_

***Below this line is to be completed by  
Psychological Health Roanoke Clinician***

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Dr. \_\_\_\_\_:

In an effort to coordinate care, I want to inform you that your patient (named above) was seen by me on \_\_\_\_\_ for treatment of \_\_\_\_\_.

**Current recommendations for the type and setting of treatment include:**

- ( ) Individual Psychotherapy
- ( ) Family Psychotherapy
- ( ) Group Psychotherapy
- ( ) Inpatient Unit
- ( ) Evaluation
- ( ) Intensive Outpatient Program
- ( ) Partial Hospitalization Program

Comments: \_\_\_\_\_

If you need any further information, please contact me at 540-772-5140 or fax at 540-772-5157.

Sincerely,  
Clinician: \_\_\_\_\_



Patient Name \_\_\_\_\_

Date \_\_\_\_\_

DOB \_\_\_\_\_

### **Release for Coordination With Psychiatrist:**

For the purpose of coordinating care, my behavioral healthcare practitioner may wish to release pertinent information about my current treatment to my psychiatrist. I hereby authorize the use or disclosure of my individually identifiable health information. This release shall be valid until 365 days after my last date of treatment or until the time I revoke this release, which can be done at any time.

**Name of Psychiatrist**

**I do not have a psychiatrist.**

(Check One) I do  I do NOT  give permission to the practitioner named above to exchange information about my current treatment with my Psychiatrist.

**SIGNATURE IS REQUIRED**

Patient (Guardian) Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of Witness \_\_\_\_\_ Date \_\_\_\_\_

### **Below this line is to be completed by Psychological Health Roanoke Clinician**

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Dr. \_\_\_\_\_:

In an effort to coordinate care, I want to inform you that your patient (named above) was seen by me on \_\_\_\_\_ for treatment of \_\_\_\_\_.

**Current recommendations for the type and setting of treatment include:**

- |   |  |
|---|--|
| <input type="checkbox"/> Individual Psychotherapy | <input type="checkbox"/> Evaluation                      |
| <input type="checkbox"/> Family Psychotherapy     | <input type="checkbox"/> Intensive Outpatient Program    |
| <input type="checkbox"/> Group Psychotherapy      | <input type="checkbox"/> Partial Hospitalization Program |

Inpatient Unit

Comments: \_\_\_\_\_

\_\_\_\_\_ If you need any further information, please contact me at 540-772-5140 or fax at 540-772-5157.

Sincerely,

Clinician: \_\_\_\_\_

Patient # \_\_\_\_\_

**Psychological Health-Roanoke  
Child Intake**

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_

Street \_\_\_\_\_

City

State

Zip Code

County

Parent (s) or Guardian (s) \_\_\_\_\_

Home Telephone # \_\_\_\_\_ Message # \_\_\_\_\_

Work- Mother \_\_\_\_\_ Father \_\_\_\_\_

Who referred you here? Name, Address & Relationship to Child

\_\_\_\_\_

Has the child been seen at Lewis-Gale Psychological Health or Psychological Health-Roanoke?

\_\_\_\_\_ If yes, when? \_\_\_\_\_

Signature of person completing this form- \_\_\_\_\_

Relationship to child \_\_\_\_\_ Date \_\_\_\_\_

**I. FAMILY HISTORY**

Father's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

First

Middle

Last

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Highest Grade Completed \_\_\_\_\_ Other vocational training \_\_\_\_\_

Mother's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

First

Middle

Last

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Highest Grade Completed \_\_\_\_\_ Other vocational training \_\_\_\_\_

Marital status of parents \_\_\_\_\_ Marriage date \_\_\_\_\_

Date divorced, if applicable \_\_\_\_\_ Death of parent, if applicable \_\_\_\_\_

How long has the family lived at the current address? \_\_\_\_\_

Where else has the family lived during the child's life?

\_\_\_\_\_

\_\_\_\_\_

List all persons living in the home:

Name                      Age                      Relationship to child

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**II. PARENTAL CONCERNS**

What do you think is your child's main problem?

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What have you been told by doctors, teachers and/or others about you child's problem?

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What do you expect or hope to have happen as a result of an evaluation with this clinic?

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What have you done to resolve the current problem?

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**III. PREGNANCY HISTORY**

<u>Did the mother:</u>	Yes	No	What Month	Complications/Medications
Drink alcoholic beverages (Indicate how much)	___	___	_____	_____
Smoke (Indicate how much)	___	___	_____	_____
Take medications or drugs (Other than vitamins/iron)	___	___	_____	_____
Have other illnesses or medical problems	___	___	_____	_____

**IV. BIRTH INFORMATION**

Length of pregnancy \_\_\_\_\_ Length of labor \_\_\_\_\_ Was labor induced? \_\_\_\_\_

Birth was: Normal \_\_\_\_\_ Cesarean \_\_\_\_\_ Breech \_\_\_\_\_ Twins or more \_\_\_\_\_

Were forceps used? \_\_\_\_\_ Did mother have complications? \_\_\_\_\_

If yes, please specify:

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Birth weight \_\_\_\_\_ How long did baby stay in the hospital after birth? \_\_\_\_\_

Did baby need medical assistance in starting to breathe? \_\_\_\_\_

Other complications? \_\_\_\_\_ If yes, please specify:

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## V. CHILD'S GROWTH AND DEVELOPMENT

### 1. Motor Skills: (Write "not yet" where appropriate)

At what age did your child:

Smile \_\_\_\_\_ Roll over \_\_\_\_\_ Sit without support \_\_\_\_\_ Crawl \_\_\_\_\_

Pull to standing \_\_\_\_\_ Walk alone \_\_\_\_\_ Pedal a tricycle \_\_\_\_\_

What concerns, if any, do you have about your child's motor development?

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### 2. Language and Hearing: (Write "not yet" where appropriate)

Do you feel your child hears: Well \_\_\_\_\_ Poorly \_\_\_\_\_ Not at all \_\_\_\_\_

Inconsistently \_\_\_\_\_ Uncertain \_\_\_\_\_

Does your child communicate mostly by: Gestures \_\_\_\_\_ Words \_\_\_\_\_ Crying \_\_\_\_\_

Phrases \_\_\_\_\_ Sentences \_\_\_\_\_

Has your child ever had PE tubes? \_\_\_\_\_ At what ages? \_\_\_\_\_

What age did your child: Make single sounds \_\_\_\_\_ Use words \_\_\_\_\_

Combine words to make sentences \_\_\_\_\_

Did your child begin to use words and then stop? \_\_\_\_\_ At what age? \_\_\_\_\_

What concerns do you have about your child's speech, language or hearing?

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### 3. Feeding: (Write "not yet" where appropriate)

Was your child bottle fed? \_\_\_ Breast fed? \_\_\_\_\_

For his/her age, is your child: Average \_\_\_ Underweight \_\_\_ Overweight \_\_\_\_\_

Has your child had any problems with:

Feeding \_\_\_ Chewing \_\_\_ Teeth \_\_\_ Swallowing \_\_\_

What eating problems or unusual food habits does your child have?

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4. Personal/Social: (Write "not yet" where applicable)

At what age did your child: give up the bottle \_\_\_\_\_ feed him/herself \_\_\_\_\_

Drink from a cup \_\_\_\_\_ dress him/herself \_\_\_\_\_

At what age was he/she: bladder trained \_\_\_\_\_ bowel trained \_\_\_\_\_

**VI. MEDICAL HISTORY**

Has your child ever been seriously ill? \_\_\_ If yes, with what \_\_\_\_\_

Has your child ever been hospitalized? \_\_\_ If yes, why? \_\_\_\_\_

When: \_\_\_\_\_ Where: \_\_\_\_\_

(Name and address of hospital)

List all medications your child currently takes, amounts and reason for taking:

Medicine	Amount	Reason

Check any of the following which pertain to your child, indicating age and complications.

	Age	Complications		Age	Complications
___ Meningitis	___	_____	___ Seizure	___	_____
___ Fainting spells	___	_____	___ Headaches	___	_____
___ Visual problems	___	_____	___ Ear Infections	___	_____
___ Developmental Delay	___	_____	___ Other	___	_____
			(Specify)		

## VII. FAMILY HISTORY

Complete the following table for all of the mother's pregnancies in chronological order, including any miscarriages or stillbirths. (Please write on back if additional space is needed).

Name	Date of Birth	Birth Weight	Length of Pregnancy	Length of Labor	Problems at Birth	Any physical, emotional, behavioral, or educational problems?

Please note below if any of the child's relatives have had any of the following conditions (For example, brother, aunt, cousin, grandparent).

	Relationship To Child		Relationship To Child
Convulsions	_____	Cerebral Palsy	_____
Hearing Loss	_____	Mental Illness	_____
Mental Retardations	_____	Speech Problems	_____
School Difficulties	_____	Muscular Weakness	_____
Visual Impairment	_____	Deformities	_____
Alcoholism	_____	Emotional Problems	_____
Overactivity, attention problems	_____	Other	_____

Describe any of the above \_\_\_\_\_

\_\_\_\_\_

What stressors have impacted your family recently? (i.e. deaths, marital conflicts, etc.)

\_\_\_\_\_

\_\_\_\_\_

## VIII. BEHAVIOR

What problems are you experiencing with your child's behavior?

\_\_\_\_\_

\_\_\_\_\_

Who else (i.e. school, sitter) is having problems with your child's behavior? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**IX. SCHOOL HISTORY**

If your child has been to school, please complete the following, beginning with nursery/day care and ending with current placement. (If more room is needed, please use the other side of this page).

School	Address	Grade or Class Placement	Dates of Attendance

Have you requested testing from the school? \_\_\_ Yes \_\_\_ No

Is any testing scheduled? \_\_\_ Yes \_\_\_ No If yes, when? \_\_\_\_\_

**X. PLEASE LIST THE NAMES AND ADDRESSES OF OTHER PROFESSIONALS WHO HAVE WORKED WITH YOU AND YOUR FAMILY.**

	Name	Complete Address
Pediatrician	_____	_____
Mental Health Professional	_____	_____
Specialist (specify)	_____	_____

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**FOR CLINICIAN USE ONLY:**

**DX:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**GOALS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_