

## **ADHD INITIAL EVALUATION**

\*We ask that you complete the Vanderbilt Parent **and** Teacher Assessment Scales. Have the teacher fax the completed form to us at 816-525-2697. The Parent form may be faxed, mailed, or carried into the office. We will schedule the Initial Evaluation appointment after receiving both Assessment Scales. If your child is in middle or high school, we will need at least 2 completed Teacher forms from core classes ie: math, science, english. Please allow 3 business days for us to contact you to schedule the appointment once the completed forms are returned to us. Make sure that we have current contact information.

\*If you and your provider decide that your child may benefit from treatment with medication, then we expect to see him/her **within 30 days** of the initial appointment. We will schedule this follow up visit at the same time as when we schedule the initial to ensure you can see the same provider but if medication is not warranted, the second visit can be cancelled.

\*During the maintenance phase, we expect your child to be seen at least every 6 months for a medication check appointment with his/her doctor or a pediatric nurse practitioner. We may need more frequent visits depending on your child's response to treatment.

\*Your child will have an annual checkup which may be combined with a medication check. Your child's insurance may require a **copay** for these med check office visits done during an annual checkup.

\*Schedule a medication check appointment at least 2-3 months in advance to avoid any delays with medication refills. Scheduling is prompt #4 when you call the office.

\*Vanderbilt Follow-up Parent form needs to be completed before a medication check appointment. This is available on our website <http://www.lsphysicians.com> – Forms- Vanderbilt Forms.

\*Request medication refills through our Medication refill line which is prompt #3.

\*Allow 3 business days for us to get the prescription ready. Make sure you do this when the patient has 5 pills left to avoid running out of medication. A parent or an adult over 18 years of age, and who is on the HIPAA form in the patient's chart, must pick up the prescription at the office when the office is open if a paper script is written. We are in the process of transitioning to sending controlled medication prescriptions electronically to the pharmacy, so you may not have to come into the office to pick up refills. We will still need you to call our office for the refill request and make sure we have accurate information so we can process the refill promptly- spell the name and give the birthdate of the patient, medication and dose requested, phone number where you can be reached and preferred pharmacy.

\*Refills will be processed by the provider Monday-Friday 8 am - 5 pm when the office is open. Electronic prescriptions will NOT be sent by on call providers.

**Vanderbilt Assessment Scales** are found on our websites: lsphysicians.com, raintree-pediatrics.com or bluespringspediatric.com. Click Pediatrics – Forms –Vanderbilt Forms. We can also provide these to you at any of our 3 locations.

### Resources

<http://www.adhdandyou.ca>

<http://www.chadd.org>

<https://www.healthychildren.org/English/health-issues/conditions/adhd/Pages/default.aspx>

<https://www.aap.org/en-us/pubserv/adhd2/Pages/kit/data/papers/Basic%20Facts%20Parents.F0907.pdf>