ARNOLD PALMER HOSPITAL
For Children
Supported by Arnold Palmer Medical Center Foundation

NEUROPSYCHOLOGY CONSULTANTS

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To the Parents of _____,

Thank you for choosing to visit Neuropsychology Consultants. We appreciate this opportunity to help you meet your health care needs and look forward to serving you and your family.

In order to perform a comprehensive evaluation on your child, we will need information from a variety of sources including prior medical and school records. We have included a checklist to help you in gathering this information. Please let us know if you have any problems obtaining these records. Also included in this packet is the *Child and Adolescent Intake Questionnaire*, *Health Record, Orlando Health Notice of Privacy Practices (HIPPA), directions to our facility, and important information regarding your child's testing*. **The Intake Questionnaire and Health Record Form should be filled out completely by the parent or legal guardian prior to your first appointment**. This information will be used primarily to select the appropriate testing procedures for your child.

Your appointment date is _____. Please arrive at _____ **for your_____ appointment with** _____. If you cannot make your appointment, we request a 24 to 48 hours notice (business hours) in non-emergency situations. If you cancel your appointment less than 24 hours in advance or do not show at the scheduled appointment time, you will be charged a **$75.00** fee for the missed appointment. Also if any of your contact information has changed (address, phone numbers or email address) please call our office as soon as possible.

Please administer and/or bring any regularly scheduled medication for your child. Additionally, it is important your child is well-rested and free from illness for his or her evaluation. If your child is not feeling well (vomiting, diarrhea, greenish discharge from the nose, was put on an antibiotic within the last 24 hours, or is running a fever) we ask that you call to reschedule the appointment for another day.

We ask that you do not bring your child's siblings to your initial appointment unless there is another adult with you who can help with childcare during the first 1-2 hours of your visit, while your child's doctor is interviewing you.

Thank you for the trust that you are placing in us to assist you and your family. If at any time you have questions or concerns, please contact us at (407) 839-1176.

We look forward to meeting you.

Sincerely,

The Neuropsychology Team at Arnold Palmer Hospital for Children