



229-226-0741

## TESTING INFORMATION

- Testing is typically a three appointment process.
  1. The **first** appointment consists of the provider obtaining background information including family history, personal medical, psychological, and education history, as well as determining the purpose of the testing and possible diagnoses to confirm or rule out.
  2. The **second** appointment is for the actual testing. Both the client and parent need to attend this appointment.
  3. The **third** appointment is to review the results. You will receive two copies of the report and meet with the provider to discuss the results and recommendations. The parent/guardian must attend this appointment, but the child does not need to attend. You will not be simply picking up a report so it is very important to attend this appointment and arrive on time. A review appointment WILL NOT be done over the phone. The report will not be sent to schools, doctors, or social security until the review has been completed so the parent/guardian has an opportunity to question, correct, or provide further explanation, before another entity receives this information. If it is necessary for the evaluation to be sent to an outside source before review appointment, it is important to understand that legally, no other agency is permitted to release the report to anyone else, including the guardian.
- If your provider has requested testing we will check with your insurance to determine if prior authorization is needed. Peachcare, Wellcare, Amerigroup, and many other insurance companies take a minimum of two weeks to determine whether or not they will approve testing. Due to the amount of information required it will take your provider two to five business days to submit the authorization request. Thus it can take up to three weeks to learn whether testing is approved. Please refrain from calling during this time. We will contact you as soon as your insurance responds to our request.

- When we contact you to schedule testing we will call the numbers you provided at the initial appointment. It is your responsibility to let us know if your contact information has changed. If we leave a message with the information, we will wait for your response to schedule. If three weeks have passed and you have not heard from us please contact our office.
- On the day of testing it is very important that a parent/guardian attend the appointment to fill out behavior checklists while the child is testing. If you choose not to attend and send someone in your place, this will delay the process and possibly lead to a less thorough evaluation. If the parent does not attend the testing appointment, the review appointment may be rescheduled for a later date.
- On the day of testing take all daily medications as prescribed unless the psychologist has instructed otherwise.
- If you are more than 15 minutes late to the testing or review your appointment will be rescheduled. There is a lot of important information to gather and go over at each of these appointments, so please prepare accordingly. If you travel to this office, make sure to allow plenty of time for travel delays.
- Two copies of the report will be provided at the last appointment. It is important you always keep at least one copy of this report. If you contact this office to receive additional copies at a later date there will be additional charges.
  - Please understand that the report is only a summary of findings considered to be most relevant to the referral questions and reflect conclusions based on the information that was currently available at the time of the initial clinical interview and testing session. Reports will not be changed unless the correction is related to or significantly alters the diagnosis.

**\*There is a charge of \$25 for all no shows, late cancellations, or otherwise missed appointments. This fee must be paid before we will reschedule.**