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www.tamalpaispediatrics.com

## **Tamalpais Pediatrics ADHD Policy**

Your child's health and success are very important to us at Tamalpais Pediatrics. Our goal is to provide the best possible care for children with ADHD and behavioral health conditions.

Often children with ADHD require specialty care by a child psychiatrist or behavioral-developmental pediatrician. Some children can be diagnosed and followed here in our office by the pediatricians at Tamalpais Pediatrics. Your child's pediatrician will work with you to decide if it is appropriate for them to help with diagnosis and management of your child's ADHD.

Because the medications used to treat ADHD are controlled substances, we have had to establish a policy for follow up visits and how we provide those prescriptions.

### **Visits for ADHD diagnosis**

- If your child's pediatrician decides that it is appropriate to evaluate your child for ADHD, the diagnosis of ADHD will take multiple visits and phone calls. This process will involve consultation with you, your child, their teachers and others who may be working with your child such as therapists and neuropsychologists.
- The Tamalpais Pediatrics pediatricians may ask you to complete history and diagnostic questionnaires through the CHADIS system. They may also recommend neuro-educational testing with a psychologist, and will provide referrals. There will be a charge for reviewing the CHADIS questionnaires. As per our financial policy, we will bill your insurance but cannot guarantee coverage.
- You must provide all required information when requested, including school evaluations, neuropsychologist's reports, teacher evaluations and any other documents.

### **Follow up visits for ADHD**

- Follow up visits for ADHD are important. Your child's pediatrician will need to monitor your child's response to treatment, side effects, and help you assess their progress.
- There are limited times available for ADHD visits. We will attempt to schedule visits at times that are convenient to you and your child, such as after school. Our pediatricians have busy schedules and there will be times that the available visits are limited.
- We recommend that you schedule ADHD follow up visits as far in advance as possible. At each visit, your child's pediatrician will let you know when the next follow up will be due – we strongly recommend that you schedule that visit before you leave the office.
- Please do not miss or cancel your child's ADHD follow up visit without adequate notice. A no-show fee will be charged for visits that are missed or canceled within 1 business day of the visit.

**ADHD medication refills**

- To comply with state laws and ensure the safety of our patients who are taking ADHD medications, follow up visits are required. If these visits are not scheduled or attended, refills will not be provided.
- ADHD medications are controlled substances that require a special prescription and process to prescribe. Because of this, your child’s regular pediatrician should be the one to prescribe their medication whenever possible.
- Refill prescriptions will be sent within 3 business days. Please call at least a week before you are out of medication to ensure that your child will not run out.

**ADHD Policy Agreement**

- I have read the Tamalpais Pediatrics ADHD Policy in its entirety.
- I understand that medication prescriptions and refills will be provided as per the rules outlined in this policy.
- I agree to make and keep follow up appointments as recommended by my child’s pediatrician.

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Name of Patient(s)

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Signature of Patient (if 18 or older) Printed Name Date

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Signature of Guardian/Parent of Minor Child Printed Name Date