



Medication Treatment Guidelines for Mental Health Visits

Our goal is to deliver the best possible care within our abilities for your child. When we prescribe medications for ADHD, depression, anxiety or other mental health issues, we strive to improve your child's overall health. All medications have potential side effects and all chronic medications require regular monitoring to 1. ensure that the medication is doing what is intended and 2. ensure that your child doesn't experience significant side effects.

We have developed the following guidelines to allow us to deliver the best possible care to your child. Please know that we work very hard to ensure that we respect your child's privacy and we comply with all HIPPA requirements.

We ask that you comply with the following guidelines:

1. The provider will determine how often your child needs to be seen for a "med check" which is an appointment to review how well the prescribed medication is working as treatment. These appointments will be more frequent until he/she is stable on the prescribed medication. Typically, a patient is seen every 3 to 4 months for med checks. All med checks should be scheduled with the same provider. This allows for consistency and appropriate dose adjustments.
2. We require an annual well visit. At annual well visits we talk about many topics relevant to your child. This includes reviewing your child's growth and development. While our discussion may include issues related to medication, the purpose of the visit is different from a med check. The well visit must be scheduled with the provider who does the "med check" with few exceptions.
3. If you do not schedule an annual well visit and med checks according to the schedule recommended by the provider, we may not be able to refill the prescribed medication.
4. While we understand that many patients prefer evening appointments or after school appointments, it is not always possible for us to accommodate this request. There will be times when daytime appointments will be the only option available. It is important to schedule well visits and med checks as far in advance as possible.
5. Please give us 1 week notice when you require a refill. Only your physician will handle the refills of your medication. We ask for sufficient notice so that there is time for the doctor to review your chart. In addition, your insurance company may require a prior authorization to be completed.
6. If you need to reschedule an appointment, please give us 24 hours' notice. Failure to give notice may result in a missed appointment fee.
7. The physician may ask you to complete questionnaires prior to or during the visit. These questionnaires may be paper forms or may be on-line forms. Please make every attempt to return these questionnaires in advance of your scheduled appointment because these questionnaires require review and interpretation by the provider. There may be a charge for these questionnaires.
8. When you call with treatment or medication questions, a RN will return the call to get detailed information for the provider. Either the RN or provider will call you back within the next 2-3 business days.

Patient Name _____ DOB _____

Signature _____ Date _____