

## **Steps for Scheduling an Occupational and/or Speech-Language Evaluation**

1. Give us a call to discuss your child's needs and/or to schedule a day/time for evaluation.
2. Call your child's primary care physician, pediatrician or other specialist to find out if an evaluation may be needed. If so, please ask the provider to provide us with a prescription via fax. If you already have a prescription, please be sure to bring it with you to the evaluation.
3. Call our office to discuss insurance benefits and determine a day/time for an evaluation.

### **Planning for the Evaluation**

- An evaluation takes approximately 1-2 hours, depending on your child's needs. In addition, some children may need to have an evaluation over the course of two or more visits. The therapist will make this determination based on your child and scheduling needs.
- On the day of the evaluation, please plan to arrive 10-15 minutes early to complete any paper work. If you received your paperwork prior to this day, please be sure to bring it with you.
- Please plan to stay in the clinic during the evaluation. This way, you can observe your child during the assessment and provide the therapist with insight into your child's specific needs.
- Plan to discuss a consultation day/time with the therapist to occur once a report and plan of care based on the evaluation has been completed.

### **Consultation Following the Evaluation**

- Following the evaluation, the therapist will complete a report and plan of care based on your child's performance.
- The report and plan of care will be reviewed with you during a consultation, which usually takes place within two weeks of the evaluation. If you did not schedule a day/time for consultation on the day of your evaluation, please call our office to schedule.

\*Please note that the consultation is a separate charge from the evaluation.\*

- You will receive a copy of the written report for your records at this time.

If you have any questions regarding the process before, during, or after your child's evaluation, please don't hesitate to speak to the therapist or office staff. We are here to support you and your family!