

*Texas Tech University Health Sciences Center
Child & Adolescent Psychiatry Clinic*

6610 Quaker Ave
Lubbock, Texas 79430
P: 806-743-4270 F: 806-743-9097

Dear Parent/Guardian:

Your child has been referred by his or her doctor for evaluation by a Child and Adolescent Psychiatrist who specializes in evaluating and treating children with disorders of thinking, feeling and behavior. We are excited to work together with your doctor to coordinate the very best care for your child.

We also train other doctors, medical professionals and students to care for the mental health needs of children. At your first appointment, your child will be evaluated by a trainee in the field of psychiatry or pediatrics and by one of our fellowship trained child psychiatrists. You and your child will be seen together and separately. If your child is unable to sit alone, an additional adult should be present at the visit to sit with your child.

It is very important for all parents and guardians to be involved in the evaluation process and treatment planning, and it is necessary that a legal guardian accompany your child to each appointment or a trusted adult be given medical power of attorney by you to participate in the appointment. Our clinic can help you with this paperwork.

We need information from many aspects of your child's life. It is very important that we have information from daycare, school, past medical and other mental health providers.

Please make sure you bring with you:

1. New patient questionnaire completed with history of medications and past treatments
2. Vanderbilt forms filled out by teachers and a parent/guardian
3. SCARED forms completed by you and your child
4. Irritability questionnaire
5. Full Individual Evaluation (FIE) and most recent Individualized Education Plan (IEP) if your child is receiving Special Education services at school/has ARD meetings
6. Any notes from teachers that could be helpful
7. Psychological Testing if done in the past
8. Custody agreement outlining who has medical decision making authority if parents are not married

You will leave the first appointment with a care plan that may include therapy, medications and/or the need to gather more information from teachers or past treatment providers. We will take care of your child until we are sure the treatment plan is working. Then the doctor who referred your child to our office will take over the recommended treatment plan. That doctor can always call us again with any questions.

Important things to note: running out of medications abruptly can lead to withdrawal symptoms. We must be seeing your child routinely to continue to prescribe medication. **Please notify our clinic that a refill is needed when you have at least 1 week supply remaining.** Please contact your pharmacy to check if medication has been refilled. If not, please follow up with our clinic ASAP.

Sincerely,

*Sarah Wakefield, MD
Zachary Sullivan, DO*