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Welcome to Heartland Christian Counseling Psychological Consultation Services. This packet of information contains everything you need for the diagnostic assessment you have requested for your child. We thank you for this opportunity to serve you! We promise a high quality, professional, and comprehensive assessment with results and recommendations that will be helpful and useable.

**What to Do Before the 1<sup>st</sup> appointment:**

1. Sign and submit the Testing Contract online (link will be sent to your email)
2. Use the Insurance Worksheet for Psychological Testing to check your insurance benefits, and submit the worksheet online or drop it off in our office (link will be sent to your email, or can be found on our website)
3. Complete parent forms (Parent/Child Intake Forms, Consent Forms, BASC Questionnaires)
4. Have your child complete the BASC Questionnaire (for children 8 years of age and older)
5. Bring the Teacher Packet to school.

**What to Bring to the 1<sup>st</sup> appointment:**

1. Completed paperwork, including teacher/school information
2. Insurance card
3. Payment (cash, card, or check)
4. Glasses/contacts/hearing aids
5. Proof of Guardianship: In the case of a minor or adult under guardianship, the parent with physical guardianship must be present at the first appointment. If you are not the biological parent, or due to a divorce, you must bring proof of guardianship.

**What to Expect at the 1<sup>st</sup> Appointment:**

You can expect to be at the clinic for 90 minutes. This time will include:

- Interview with parent
- Interview with child
- Discussion to determine what tests may be most beneficial for you.

**What to Expect at the 2<sup>nd</sup> Appointment:**

If your child is on ADHD medication (Adderall, Ritalin, or Concerta), they must be off the medication for 24 hours prior to the testing. You can expect to be at the clinic for approximately 3 hours. This time will include:

- A battery of appropriate tests, typically including an intelligence test, a simple sustained attention test, a test of executive functioning, and multiple personality assessments. This will vary.
- Scheduling a feedback appointment for your testing results.

**What to Expect at the 3<sup>rd</sup> (Feedback) Appointment:**

You can expect to be at the Clinic for approximately 1 hour, during which you will meet with the psychologist to review results, receive recommendations, and answer your questions. Children under 13 are not usually present for this appointment. Please do not bring your children (including siblings) that are under 13, as childcare is not available, and children may not be left in the waiting room unattended.

**What to Expect After the 3<sup>rd</sup> Appointment:**

- A written report will be mailed to you within four weeks of the 3rd appointment.
- With properly signed releases of information, a written report can be released to your child's school, primary care doctor, and/or other professionals involved in your child's care within four weeks of the 3rd appointment.

**You were contacted and confirmed your intent to keep this appointment. If you must cancel or change your appointment for any reason, we request a 48-hour notice.**

**Call 641-628-9599 to cancel/change appointments.**