



Children's Therapy Center of the Washington Hospital

Intake instructions

Welcome to our center! Thank you for allowing us the opportunity to provide services for your child and your family. An important part of the intake and assessment process is getting accurate information from you. You will find printable forms below to complete and **mail or fax to the clinic before your first appointment**. It is important that we receive all of these forms prior to your first appointment so that we can plan the best possible assessment for your child. Also, please be ready to tell us all times that your child is available for services and if you wish to be on the call list to move your appointment earlier if a cancellation occurs Your flexibility will speed the scheduling process. Thank you for your support.

- **Registration Form**
- **Emergency Contact Form**
- **Case History Form - Pick** the form that matches your child's age. **This form must be received at the clinic before the evaluation occurs. Your child's evaluation may need to be rescheduled or cancelled should this information not be received 48 hours prior to the evaluation.** In addition, if OT/PT questionnaires or inventories are sent these must also be returned prior to your child's appointment.
- **Health Insurance Benefits Worksheet**