

## Parent Checklist of Records Needed for the Evaluation

This list is a reminder for you so that you can gather the comprehensive records needed for this evaluation. **Please bring COPIES which we may keep** as we will be unable to make copies at the time of the initial appointment and a copying fee will be incurred. You may also prepare and send them in advance (we prefer this mode as sometimes records may be forgotten at the time of the appointment and a second appointment might be necessary to review important evaluations so that the best testing plan is developed for your child). Please send history form and all records by regular US Mail or drop them by our office in person. Do not send them registered/ certified mail as mail delivery sometimes occurs at times when the office is closed and no one is available to sign for them. Do not fax or scan/ email the history form or records so that we have the clearest copy possible.

- Child's current or most recent IEP or 504 plan. Bring the full IEP - not just the progress report. We don't need copies of all the child's IEPs but please bring your copies to the appointment in case we need to review them.
- All psychological (testing) evaluations done on your child by private psychologists or the school system (including Child Find). Please furnish even if you feel that the findings are no longer valid or are outdated so Dr. Hagerott can understand development and presentation over time.
- If the child is receiving OT, PT or Speech/Language therapies, please bring a copy of the most recent evaluation done by the therapist.
- Important neurological records (neurological exam report, results of MRI, EEG, genetics, surgical reports, etc.). Your doctor may also fax them to (850) 994-1206.
- Hearing (audiological) and vision tests, if impairments are present which can not be corrected with glasses/ hearing aides.
- Report card and school work samples, if academic concerns are present. Your teacher may also send to Dr. Hagerott a note of her observations of strengths and weaknesses. If necessary, this may be faxed to (850) 994-1206.
- Any other therapy, pediatric, developmental, psychiatric, medical or educational records which are relevant to the evaluation.
- If the child is adopted, please furnish any records (orphanage records, adoptions summary, report to the court etc.) describing the child's history and development prior to the child's adoption.
- If you are not the biological parent of the child and the child is not in either biological parent's care, you **MUST** furnish in advance the court records for adoption or guardianship. If the child has not been removed from parent care, a parent must accompany the child to the first appointment. If the child is in foster care, please have the foster care worker also contact our office to determine who needs to sign our consent forms and who should receive copies of the reports.

**On the date of the first appointment, you will also need:**

- Picture ID and your insurance card (if we are filing your insurance)
- An up to date list of the child's medications (we will ask for this each time we see the child).
- Names and contact information for the doctors you wish for Dr. Hagerott to communicate with.