

Information about our Pediatric Child Development Practice:

Dear Parent,

We would like to welcome you to the Division of Pediatric Child Development at New York-Presbyterian Hospital-Weill Cornell Medical College. The information provided is intended to clarify how our office and practice functions so that we can make your interaction with us helpful and efficient. If there are further questions, please do not hesitate to ask. We look forward to providing your family with the best and most compassionate care.

The Division of Pediatric Child Development consists of developmental pediatricians and a nurse practitioner. You may see one or all of the members of our team depending on your child's specific needs.

Location:

- 505 East 70th Street New York, NY 10065 -- between York Avenue and the East River.
- Our practice is on the 3rd Floor of the Helmsley Medical Tower.
- Phone: 646-WMC-KIDS or Direct (646-962-4303) and Fax (646-962-0259)

Office Hours:

- Monday through Friday from 9:00 a.m. to 5:00 p.m.

Insurance Coverage:

We do not participate in insurance plans. Please call our office for our general fee schedule.

Appointments:

- Please arrive by your check-in time in order to complete or correct any registration information. We will contact you to confirm the appointment one week prior to your visit. Due to our long waiting lists and lengthy appointments, we ask that you let us know as soon as possible if you need to cancel the appointment so that we can offer that appointment to someone on our waiting list. We reserve the right to charge you a visit fee if you do not cancel in a timely fashion.
- You may view your physicians profile at the Pediatric Child Development practice webpage at www.weillcornell.org/pedsdev

Please return all completed forms in the attached welcome packet prior to the appointment. Please also include copies of previous evaluations, school reports and current IEP/IFSP. These documents should be either faxed to 646-962-0259 or scanned and emailed to pedschilddevelopment@med.cornell.edu. It is also suggested to bring hard copies of these documents to your appointment.

- Due to the complex nature of developmental and behavioral problems in children and the need for an assessment of the child's developmental level, we have an intake and evaluation system which will require at least 2 visits for the family and the child. Both appointment dates will be scheduled when you make your first appointment and will allow time for the clinician to review any prior reports and evaluations. During the first visit, we will be able to review the child's developmental and medical history and make a preliminary assessment with targeted testing. During the second visit, which will typically be with parents only, we will discuss the results of the assessment of your child and plan for further evaluation, care and/or referrals. If a 3rd visit is needed, it will be scheduled at that time.

Visits with the Child Development Practice

- **First Visit:** Your child will have their height, weight and other vitals taken, and then you will wait in the reception area until you are brought to the room by one of our clinicians. The initial visit will begin with the physician gathering information from you about the concerns you have about your child. If you prefer that your child not be present while you are discussing him or her, please bring another adult who can wait with your child in the waiting room. After reviewing the concerns and medical history, the physician will spend some time with your child for an initial assessment and physical exam, and a decision will be made as to what further testing is required. Our nurse practitioner will then remain with you and your child to perform specific developmental and academic testing requested by the physician.
- **Second Visit:** At this visit, the physician will meet with the parent(s) to review all the information gathered at the initial visit, and discuss diagnostic impressions and recommendations.

Since we are an academic center, we believe that teaching is an important part of our mission and pediatric residents and/or medical students sometimes sit in on our evaluations.

- **Follow up Visits:** We require regular follow up visits with our nurse practitioner for any child that is on medication for any behavioral condition. We want to see them one month after starting medication, and then every 3 to 6 months for a limited visit to discuss side effects, efficacy, check growth parameters and do any necessary blood work. More frequent visits are required when starting a new medication or adjusting dosages.
- For children who are not on medication and require ongoing developmental assessments, we recommend follow up developmental testing every 6 to 12 months depending on the age of the child. This is a longer visit as it requires the child to participate in additional developmental testing.

Phone Calls and Emails:

All phone calls will be returned by someone on our team. If you feel this is an urgent matter, please let our office staff know so that we can return your phone call as soon as possible.

Please provide us with both a home number and a cellular telephone number to assure that we can reach you when returning your call.

Electronic communication is often the fastest way to communicate with the clinical team. Please complete the form attached to this packet (Authorization to Disclose Protected Health Information Via Email) if you would like to use e-mail to communicate. You will also be offered the opportunity to sign on to Weill Cornell Connect, the medical center's electronic messaging system, at the time of the visit.

Prescription Refills:

- Please call 646- 962- 4303 during regular office hours to refill your child's prescriptions.
- We are now also utilizing "e-Prescribing" for faster and more accurate refills for some medications. Please provide us with your preferred pharmacy (name, address and phone number) by completing the Pharmacy Intake Form. **All stimulant medications (Adderall, Focalin, Ritalin, Concerta, Vyvanse etc.) need to be refilled with a paper prescription. Please call several days in advance to allow a new prescription to be mailed to you.**
- It is our policy that if your child has not been seen in over 6 months, that we will accommodate your child with a refill for one month, but may ask for you to schedule a visit for any subsequent refills to ensure the health and safety of your child while taking medication.

We look forward to meeting you and your child.