



ADHD/ ADD MANAGEMENT GUIDELINES

TO OUR PARENTS,

In order to provide better care for our ADHD/ ADD patients, we have enacted the following guidelines to optimize management and reduce adverse medication effects. ADHD medications are controlled substances with the potential for misuse and abuse and they carry the risk for potentially serious side effects. We appreciate your understanding in this matter. Please read carefully over the following guidelines:

1. **Established patients** will need to have an initial psychological evaluation prior to being seen to start medications. If your child's behavior has been suddenly changed it would likely be best to have an initial evaluation by our office.
2. **New patients without a known diagnosis of ADHD/ADD** will need to have an initial evaluation by our office prior to getting a psychological evaluation. Only after diagnosis will medications be prescribed.
3. **New patients with an established diagnosis of ADHD/ADD** will need to submit their medical records for review at least 2 weeks prior to the appointment to determine if initial evaluation can be done in our office and medications continued.
4. If there are co-existing conditions with ADHD or other reasons deemed necessary by a physician we may ask that you be followed by a psychiatrist or a neurologist for medical treatment.
5. The initial visit for ADHD/ ADD at our office will occur after the diagnosis and medications can be started at this time. We will obtain baseline labs including a complete blood count and a complete metabolic profile. After discussion about past medical history and family history, an EKG may be recommended.
6. Within 30 days after initiation of ADHD/ ADD medications, an in-office evaluation of medication efficacy will be required and if warranted additional prescriptions will be given. (Please schedule this appointment as soon as possible WITHIN the 30 day time period)
7. Each child will need to be seen for a yearly well child check as well as every 3 months to monitor height, weight and to evaluate progress. The well visit will count as your follow up for the medication during that visit. We will also do yearly lab work consisting of a complete blood count and complete metabolic profile. (Total 4 visits/year)
8. No prescription refills will be given to patients who do not attend their yearly well visits or their three month follow-up appointments. **If it has been more than 3 months since a visit, no refills will be given until the next appointment.**
9. All medication changes require an appointment as these are controlled substances. If there is a medication change. Unless otherwise noted by physician all medication changes will require a follow up visit one month after the change to assess progress. This includes changes in doses.
10. A monetary charge of 5 dollars will be applied for each controlled substance prescription.
11. We will follow children for ADHD from age 8 until they graduate from high school. If the diagnosis occurs prior to 8 years of age, we will not manage medications until they turn 8. If they need to continue medications after high school, they will need to find an adult medicine doctor.

I have read and agree to comply with these guidelines in the management of ADHD/ ADD for my child.

Parent/Legal Guardian Signature

Relationship to Patient

I understand that my child's ADHD/ADD medication is a controlled substance and that it is illegal for the medication to be given/sold or transferred to any other person.

Parent/Legal Guardian Signature

Date

Patient Name and Date of Birth