



EASTERN MICHIGAN UNIVERSITY

Community Behavioral Health Clinic

Dear Parent/Guardian,

We are looking forward to meeting you and your child on for a psychological or neuropsychological evaluation. The appointment will take several hours and will assess thinking skills, as well as emotional and behavioral functioning.

What information or documents should I bring to the evaluation?

- Please complete the parent or self-report forms enclosed with this letter. Please give the teacher forms to your child's main/primary teacher to complete if applicable. Bring all completed forms to your evaluation appointment.
- Medical and mental health records that seem relevant for the specific concern for which you are seeking this evaluation.
- Relevant school records (IEP documents or 504 Plan, report cards, MEAP, other standardized test scores).
- Therapy/intervention reports (Speech, Occupational, Physical, Psychological/Behavioral Health), including previous psychological evaluation reports or school psychologist testing results.

Preparing for the appointment/what to bring

- Toddlers and preschoolers may be told they are going to meet a new doctor, complete some puzzles, and play some games. Reassure children that they will not receive any shots.
- Older children and adolescents may be told they will spend their day completing different types of activities. Activities may include puzzles, answering questions, filling out forms, and talking to the clinician who will typically ask about home, friends, school, and relationships. If your child asks, "Why do I have to do this?" you can explain that this evaluation helps to identify what they do best, along with those things that may be harder for them. By identifying their strengths and weaknesses, we can give them the support they need to succeed at school and feel better at home, at school, and with friends. Assure your child that there is no "passing or failing," and let them know that many children find the tasks fun.
- It is important that you and your child are well-rested and able to do their best for the evaluation. If your child is not feeling well (e.g., vomiting, greenish nasal discharge, or fever) please reschedule your appointment. We can usually reschedule your appointment quickly.
- Please make sure you and your child eat a good breakfast prior to the evaluation.
- Bring a sweater/light jacket in the event you or your child gets cold.
- If your child is on a regular daily medication for attention or behavior, please be sure to discuss with your student clinician whether he/she should take it the day of testing.

- If your child wears prescription glasses or hearing devices, please bring those to the appointment.
- There will be a one-hour break for lunch. There are many dining options available within the immediate area, either within walking distance or by car. Your child will also take 2-3 additional snack/drink breaks during the day. You may bring snacks/drinks from home.
- Parents are required to remain in the waiting area during the testing sessions.
- We recommend that you do not bring younger children/siblings (except young infants) with you due to the length of the evaluation and the fact that you will need to complete a variety of tasks (including participation in a lengthy interview about your child that may cover sensitive information that is inappropriate for other children to hear). If you must bring other children with you to the evaluation, please consider bringing another adult to assist with childcare.

If you have additional questions before your appointment, please call 734-487-4987. We look forward to working with you and your child!

Sincerely,

EMU Community Behavioral Health Clinic Staff