

## CHECKLIST OF FORMS AND RECORDS FOR CONCUSSION APPOINTMENTS

*This checklist summarizes the list of forms that I have asked you to complete, and records that I have asked you to copy and bring with you or have sent to me prior to your appointment. If you have asked other service providers to send records directly to me, please check with me prior to the appointment to be sure that they were received.*

### **My forms - from the Concussions page of my website**

- Concussion Brief Intake Questionnaire
- Clinical Services Agreement
- Release of Information, if not already provided. Please include phone/fax/email for all related providers, such as other treating doctors, physical therapists, psychotherapists, and athletic trainers
- In some cases, and if we have already discussed this, online behavior questionnaires using links emailed to you from test publishers' websites – these are completed by parents, not the individual for whom the appointment is scheduled

### **Records to copy and bring with you or to have sent to me in advance, when this applies to you/your child:**

- Urgent Care or emergency department discharge paperwork, including any notes for school
- Notes for all doctor appointments for this injury. This should include:
  - The doctor's office notes for each visit
  - Copies of any forms or notes you were given for school or other service providers at each visit.
  - Reports of any/all testing, as below
- Documentation of any testing related to this injury. This can include Physical Therapy evaluation notes, and any computerized concussion testing, such as ImPACT, including pre-season baseline testing.

If your child is an athlete, please ask your Athletic Trainer or coach if ImPACT testing was administered at any point in time, and ask them for your child's IMPACT PASSPORT ID NUMBER – this is a unique identifier that is printed on the printout of the ImPACT test scores and allows me to look up their scores

Many concussion clinics routinely include ImPACT testing for all patients – ask your physician for the PASSPORT ID NUMBER also, since this is rarely included in medical records.

- Copies of any school accommodations plans related to this injury
- Copies of any school accommodations plans if they were in place prior to this injury.
- Copies of any psychological, psychoeducational, or neuropsychological testing completed prior to or after the injury

*Please bring copies of all records, rather than originals.*

Thank you!