



PEP Wellness Center PPLC

Serving Washington | New Mexico | Virginia | Colorado | New York | Texas

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ADHD EVALUATION POLICY

At **PEP Wellness Center PLLC**, our goal is to ensure that every patient receives an accurate diagnosis and safe, appropriate treatment. Attention-Deficit/Hyperactivity Disorder (ADHD) can present in many ways and may overlap with other mental health or medical conditions. For this reason, a thorough and structured evaluation process is required before ADHD treatment can be initiated.

Even if you have been diagnosed with ADHD in the past or have previously received treatment, we must complete an updated assessment to confirm the diagnosis and determine the most appropriate treatment plan.

Evaluation Process

To properly evaluate and diagnose ADHD, the following steps are required:

1. Initial Screening

You will be asked to complete an Adult ADHD screening form through the patient portal prior to, or during, your first appointment.

2. Additional Assessment Forms

After your initial visit, you will receive additional forms to help gather detailed background information:

- **Childhood Behavior Rating Form** – This form should be completed by a family member or individual who knew you before age 12.
- **Adult ADHD Questionnaire** – This form is completed by you, the patient.

The Childhood Behavior Rating Form typically takes less than 10 minutes to complete, and the Adult ADHD Questionnaire may take up to 30 minutes.

3. Laboratory Testing

A urine drug screen is required within **three (3) business days** of your initial appointment. Additional routine laboratory testing may also be ordered if not recently completed.

4. Cardiac Screening (If Indicated)

If treatment with stimulant medication is considered, we may require a recent EKG report or request that an EKG be completed to ensure medical safety.

5. Review of Prior Records

Whenever possible, we request copies of your previous mental health records, including:

- Prior ADHD evaluations
- Documentation of diagnosis
- Psychological testing results
- Past treatment history

With your written authorization, we can assist in obtaining these records from prior healthcare providers.

6. Prescription Monitoring Review

As part of safe prescribing practices, we will review the state Prescription Drug Monitoring Program (PDMP) to ensure appropriate use of controlled medications.

Outcome of Evaluation

Once all required forms and documentation have been submitted, the information will be reviewed and analyzed. The results of your ADHD evaluation will be discussed at your follow-up appointment.

Please allow **one to two (1–2) weeks** for the evaluation process to be completed.

Additional Testing

In some cases, further assessment may be necessary to clarify the diagnosis. This may include formal neuropsychological testing performed by a licensed psychologist. Such testing may involve specialized evaluations to better determine whether ADHD is present and to rule out other possible conditions. A detailed written report is typically provided upon completion.

Important Information Regarding Treatment

- The initial appointment is a consultation only and does not guarantee that medication will be prescribed or continued.
- We do not prescribe stimulant medications during the first appointment.
- Treatment decisions are based on clinical findings, completed evaluations, and professional judgment.

Telehealth and Controlled Substances

While current telemedicine regulations may permit the prescribing of controlled substances under certain conditions, **PEP Wellness Center PLLC generally requires an in-person visit before initiating stimulant medications or other controlled substances** to ensure appropriate evaluation and compliance with state and federal requirements.

New patients seeking or currently taking controlled medications should plan to schedule an in-person appointment for their initial evaluation.

About Controlled Substances

Certain ADHD medications are classified as controlled substances because they have the potential for misuse or dependence. These medications are closely regulated by federal and state agencies.

Examples include:

Stimulant Medications

- Adderall
- Vyvanse
- Ritalin
- Concerta
- Focalin
- Dexedrine
- Methylphenidate
- Provigil / Nuvigil

Non-Stimulant Alternatives

- Strattera (Atomoxetine)
- Wellbutrin (Bupropion)

Other controlled medications sometimes used in psychiatric care include benzodiazepines and certain sleep medications. These are prescribed only when clinically appropriate.

Policy Changes

PEP Wellness Center PLLC reserves the right to modify this policy as needed. Any changes will be communicated to patients in writing.

Contact Information

If you have any questions regarding the ADHD evaluation process, please contact us:

PEP Wellness Center PLLC

Phone: (253) 559-0302

Email: info@pepwellnesscenter.com