



# THE UNIVERSITY OF NEW MEXICO HEALTH SCIENCES CENTER

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## Center for Neuropsychological Services Information and Policies

This document contains important information about our professional services and business policies. **Please read it.**

Welcome to the Center for Neuropsychological Services (CNS). The Center for Neuropsychological Services is part of The University of New Mexico Hospitals System and the Department of Psychiatry in the UNM School of Medicine.

### **Neuropsychological Evaluation: What is it?**

Your child has been referred for a neuropsychological evaluation. Generally, this involves your child being given a variety of tests to assess his/her intellectual, academic and brain-behavior functioning. The tests include paper and pencil tasks, looking at pictures, answering questions, and putting blocks and puzzles together. In addition to an interview where we will be asking you about your child's background and current medical/psychological symptoms, information concerning his/her development, medical, social, and educational history will also be obtained. You may also be asked to complete some forms regarding your child's behavior. It may also be helpful for you to obtain additional school and/or medical records concerning your child. We will also discuss any concerns you may have or the person who referred you may have.

The tests are generally given by a licensed clinical neuropsychologist, however the testing may be done by a trained technician and supervised by a neuropsychologist.

After all of the testing has been completed, a second appointment is usually scheduled to go over the results and any recommendations. A written report will be prepared and sent to you and the physician who referred your child.

### **What are the risks and benefits?**

While the tests pose no physical harm to your child, for some individuals, assessments can cause fatigue, frustration, and anxiety. The testing can sometimes be quite lengthy. Usually, the testing requires the majority of the day, sometimes part of another day may be necessary to finish testing, this varies with each child.

The benefits are that the evaluation will provide information concerning your child's strengths and weaknesses. Such information may be helpful in determining what your child's difficulties may be and help in developing appropriate treatment and academic recommendations.

### **Fees:**

Unless you are informed otherwise before the testing, your insurance will be billed. You are only responsible for your portion as designated by your insurance company (i.e., your co-pay, deductible, and/or co-insurance). In accordance with hospital policy you will be required to pay your portion on the day of your appointment or you may be rescheduled.

Clients without insurance will be considered self-pay. Please be aware that in accordance with hospital policy you will be required to pay half of the estimated cost for services on the day of your appointment or you may be rescheduled. We have provided a fee scale listing several of the services most commonly billed by our clinic. Note that there is a corresponding facility fee for each of the professional fees listed. While every attempt is made to provide complete and accurate information to assist you in determining cost, the final total may be different from the estimate since it is based on the actual number of hours billed for each service and may include services not listed on this fee scale.

Service	Fees: Professional / Facility	Description:
Neuropsychological Testing	\$160.00/\$110.00	This includes: testing, interpretation and reporting per hour.
Neurobehavioral Exam per Hour	\$161.00/\$110.00	This includes: the time for the interview, per hour
Diagnostic Interview - Child	\$244.00/\$140.00	This includes: Psychiatric interview/exam

### **Billing and Payments:**

Billing for professional fees is done through University Physicians Associates (UPA). Billing for facility fees is done through University Hospital's business office. Unless prior arrangements have been made, you will receive a bill from both the University Physicians Associates and University Hospital. We will need to make a copy of your insurance card for verification. Individuals

with Medicaid, HMO's, PPO's and any insurance that is not an indemnity plan will want to have prior-authorization because you are responsible for any charges if there is no prior-authorization. Payment plan arrangements can be made through the University Physician Associates (272-3200) and University Hospital's business offices (272-2521).

### **Professional Records and Confidentiality:**

Information concerning your child's neuropsychological evaluation will not be released without your permission. However, there are a number of exceptions to confidentiality that you should be aware of:

- An electronic copy of the neuropsychological evaluation report is kept in the University Hospital's Medical Records Department and a variety of hospital employees may have access to these records.
- You should also be aware that most insurance companies and Medicaid require that a clinical diagnosis be provided, and sometimes additional clinical information such as a copy of the test report, or in rare cases, a copy of the entire record.
- There are some situations in which we are legally required to take action to protect others from harm, even though that requires revealing some information about a client's condition/treatment. If we believe that a child, an elderly person, or a disabled person is being abused, we must file a report with the appropriate state agency. If we believe that a client may be a danger to himself/herself or to someone else, we may need to take protective actions, which may include notifying the police, warning the potential victim, or seeking appropriate hospitalization. In child custody hearings and legal proceedings in which a child's emotional condition is important, a judge may ask for information from us if the judge feels that this would help him/her.
- We sometimes find it helpful to consult about a case with other professionals, in these consultations, every effort is made to avoid revealing the identity of a client. It should also be assumed that the professional who referred you for this evaluation will be communicated with, including a discussion of the results of the evaluation and releasing a copy of the written report, since this will be helpful in your child's care.
- Since our Center is part of the UNM Health Sciences Center, a teaching institution, research is frequently conducted. It may be possible that your child's records will be used for instructional or research purposes. Should this be the case, your child's identity will be kept confidential.

### **Preparing Your Child for Neuropsychological Assessment.**

It is important to reassure your child that no shots or painful procedures will be involved in the visit. For school age children, it is appropriate to describe testing like school. You can tell your child that he/she will be doing many different activities. Some activities involve listening and talking while other activities involve looking at things, building things and drawing.

For preschool children, you can describe neuropsychological assessment as playing games involving listening, talking and remembering. Let the child know that the neuropsychologist will have toys like blocks and puzzles that he/she will get to use. Reassure your child that he/she can have breaks to use the bathroom and to eat lunch.

Parents are not typically allowed to be present in the testing room during the evaluation but must remain in the clinic at all times during the testing.

You can help your child get ready for the assessment by making sure that he/she gets a good night's sleep prior to testing. If you are coming from out of town you may wish to consider arriving a day early and spending the night in one of the local hotels/motels near the campus. Make sure that your child has eaten breakfast so that he/she will not be hungry during testing. If your child takes medications in the morning as part of a regular routine please make sure he/she does so on the day of testing. We want him/her to do their very best. Make the assessment day a special day for your child by leaving brothers and/or sisters at home if possible.

### **Office Hours:**

The Center's office hours are 8:00 am to 4:30 p.m. Our office telephone number is 272-8833. If the secretary is not available, there is a confidential voice messaging system, please feel free to leave a detailed message. Every effort is made to return a call on the same day the message is left, with the exception of weekends and holidays. If you feel that there is an emergency, you should call the emergency room at the nearest hospital and ask for the psychologist or psychiatrist on call.

We look forward to working with you and your child.