



OUTPATIENT BEHAVIORAL HEALTH CLINIC
Department of Psychiatry and Behavioral Sciences

Welcome New Patient

Thank you for choosing The Children's Hospital. To help us get to know your child, and to help you understand the policies of our clinic, please provide us with the information listed below. It is important that we receive these records for review prior to scheduling an appointment as they will be used to determine the most appropriate service for you and your child.

- ❖ Intake Questionnaire-must be completed & returned prior to scheduling an appointment
- ❖ Pre-registration form-include a copy of the front & back of your insurance card
- ❖ Clinic No-Show & Late Show Policy-must be signed and returned to the Clinic
- ❖ Billing & Deposit Letter-must be signed and returned to the Clinic
- ❖ Primary Care Physician Referral – your pediatrician may fax or mail this to the address below

Once we have received the completed intake questionnaire, pre-registration forms, and copy of your insurance card we will contact you to schedule the appointment into the next available appointment time. Completing this work in advance will help us determine the appropriate clinician to see your child and will enable the therapist to spend more quality time with your child in their first session. The copy of your card is necessary to verify your mental health care benefits and limits, which for many patients are not the same as their medical coverage.

You may mail, fax or drop off the completed forms to:

Outpatient Behavioral Health Clinic
The Children's Hospital, Box B-130
13123 E. 16th Avenue
Aurora, CO 80045
Fax: (720) 777-7311

We are located on the 4th floor of the Gary Pavilion, just north and east of the main hospital on Victor Street. You will see the check-in desk when you exit the elevator.

Free parking is provided on the first floor of the Gary Pavilion parking structure on Victor Street. Bring your parking ticket to the security desk just inside the Gary Pavilion door for validation.

If you need additional information, please call the clinic at (720) 777-6200.

We look forward to meeting you.