

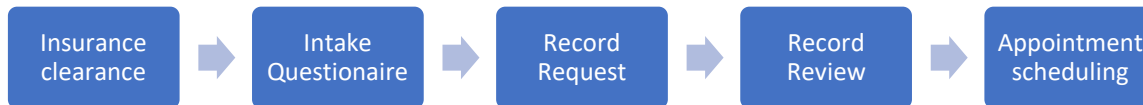


Cerebral Palsy and Spasticity Center

300 Longwood Avenue, Fegan 2, Boston, MA 02115
617-355-5870 | cpcenter@childrens.harvard.edu
Fax 617-730-4801

Dear Families and Referring Providers,

Thank you for your interest in our program. In order to provide our patients with the best care we have a comprehensive intake process where our multidisciplinary team evaluates your child's needs prior to coming to Boston. We tailor the clinical visits according to the goals and medical issues unique to each patient. In order to make this process as smooth as possible please see our guidelines below:



Please note: The timeframe of completing this process can vary depending on insurance and the time it takes to receive medical records.

1. Insurance / legalities:

If your child/patient lives outside of Massachusetts and is new to Boston Children's Hospital, they unfortunately are not eligible for a Telemedicine Virtual Visit Evaluation. New patients need to be seen first in Boston to establish care with the appropriate providers before virtual visits can be scheduled.

If you are from out-of-state and are unable to travel at this time, Boston Children's also offers an online second opinion program. This would be a formal written second opinion from our providers which can be a good first step if travelling is difficult (This consult is not covered by insurance and is an out of pocket expense for the family but it is often cheaper than the total cost of travel).

<http://www.childrenshospital.org/centers-and-services/programs/o--z/online-second-opinions>

Obtaining authorization from your insurance will be the first step in the process. Please contact your child's Primary Care Provider and/or Insurance provider to ensure that you have the required referrals or prior authorizations (if applicable) with your child's insurance plan.

2. Intake Questionnaire:

Our CP Center administrators will need to do a 20-minute intake questionnaire with you/patient guardian over phone. This intake will allow our team to better understand your child's medical needs as well as patient/ family's purpose and goals for this visit.



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3. Record Acquisition:

In order to provide the most comprehensive and informed consultation our team requires access to your child's previous medical records. You will need to contact medical records at your home institution (and/or any other facilities that have cared for your child) and request that the following list of records be sent to our office. (For any questions, you can call our main number at 617-355-5870)

- Most recent clinic notes from Primary Care
- Neurology outpatient clinic notes
- Orthopedic outpatient clinic notes and procedure notes
- Physiatry (Physical Medicine and Rehab) outpatient clinic and procedure (injections) notes
- Most recent MRI (report and imaging)
- EEG report and disc
- Most recent x-rays (report and imaging)
- Gait study report
- Genetic testing report
- Birth history summary
- Patient walking/ function videos

CP Program Contact Information:

cpcenter@childrens.harvard.edu
Phone: 617-355-5870
Fax: 617-730-4801

Mailing address:

Boston Children's Hospital
Attn. Cerebral Palsy Program
Fegan 2 – Orthopedics Clinic
300 Longwood Avenue
Boston, MA 02115

4. Case Review:

Once records are received, we will submit to our team for review. Please note that the faster we receive the records, the faster we can have the records reviewed and schedule an appointment. We require records before the appointments are made.

Thank you for your cooperation and understanding the importance of this process in order for our team to ensure the best care for your child.