



Documentation Check List

Please include following documents (if available):

Include:

Provided by Communicate to Connect Therapy (via website/office):

- Client Intake Form
- Case History Form
- Confidentiality Release Form
- Authorizations and Acknowledgements Form
- HIPPA Notice of Privacy Practices
- Parent Letter: Parent and Cancellation Policy
- Parent Letter: Payment Policy

Provided by Parent/Guardian:

- Copy of prescription
- Copy of front and back of medical insurance card
- Most recent hearing screening
- Copy of IEP/IFSP (may not apply)
- Copy of most recent comprehensive evaluation (may not apply)
- Copy of most recent Speech/OT evaluations and goals (may not apply)