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## Important Instructions Regarding Your Appointments

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Welcome to Psychological Solutions of Lake Norman

You have been referred to our practice by: \_\_\_\_\_

As we discussed on the telephone, a neuropsychological evaluation takes 3 appointments. You have been scheduled to see Dr. Taeh Ward

**1<sup>st</sup> appointment: Interview** \_\_\_\_/\_\_\_\_/\_\_\_\_ at \_\_\_\_\_ in-person / video / telephone

- takes about 1 hour, **plan to arrive 30 minutes early** (10-15 minutes if forms are done ahead of time)
- **someone who knows you well should attend this appointment with you**
- interview involves talking to Dr. Ward and giving permission for her to review additional records as needed
- you will be asked to discuss your concerns, history, and everyday function
- Fill out the **new patient forms**:
  - Complete the forms electronically or in hardcopy **before your appointment**
  - **Submit these forms to PSOLN before your 1st appointment OR bring the forms to your appointment; OR alternatively, arrive 30 minutes early** to complete all forms at the clinic
- bring your current medication list to the interview appointment (if not filled out on the Patient History Form)
- bring **photo ID and insurance card** to your interview appointment
- wear or bring your **glasses and/or hearing devices** to your interview appointment

**2<sup>nd</sup> appointment: Testing** \_\_\_\_/\_\_\_\_/\_\_\_\_ at \_\_\_\_\_ in-person / video / telephone

- takes about 3 to 4 hours, sometimes a little longer depending on the time you need
- **wear or bring your glasses and/or hearing devices** to your testing appointment
- testing involves paper-and-pencil, and answering questions verbally/out loud
- **eat a meal** (as you normally would) before testing
- **take your medication** (as you normally would) before testing [*except ADHD medication unless advised to take*]

**3<sup>rd</sup> appointment: Feedback** \_\_\_\_/\_\_\_\_/\_\_\_\_ at \_\_\_\_\_ in-person / video / telephone

- takes about 1 hour, or a little less
- **someone who knows you well should attend this appointment with you**
- Dr. Ward will discuss your test results and recommendations, and answer your questions

### Additional Information:

**It is natural** to feel nervous about meeting a new provider and talking about personal issues like memory loss. Our testing requires little preparation from you aside from trying to get a good night's sleep before your appointment, wearing your glasses/hearing devices as needed, and giving your best effort during the session. The 3 appointments allow Dr. Ward to identify and discuss ways to keep your brain healthy, and keep you functioning well. She and our other staff will do their best to make you feel comfortable and at ease with the process in general.

We look forward to meeting you and making a difference in your health care!