

CORNERSTONE

Psychological Associates, PLLC

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You must bring the following completed forms to your first appointment:

1. **Form A** Parenting Time Evaluation Informed Consent for Participant
2. **Form B** Parenting Time Evaluation Informed Consent for Stepparents (If applicable)
3. **Form C** Child History Questionnaire (One for each child who is involved in the case)
4. **Form D** Custody Participant Information Form
5. **Form E.1** Authorization for Release of Confidential Information
(One release for each professional individual or organization regarding you, the stepparent, and/or the children covering the past 10 years) Including:
 - a. Individual counselors or psychologists
 - b. Couple's counselors
 - c. Medication management providers
 - d. Psychiatric treatment
 - e. Inpatient hospitalization
 - f. For each child's school over the past 3 years
- Form E.2** Release of Information Summary Form
(A summary list of completed Form E's from above)
- Form E.3** Disclosure of Other Parent's Mental Health History
6. **Form F.1** Collateral Contact List and Authorization to Release Information
 - a. For all personal contacts and references – not for counseling, mental health, medication, psychiatric, or inpatient providers.
 - b. This form will be reviewed by the evaluator.
 - c. For each potential collateral the evaluator might contact you will need to provide **Form F.2** (Parenting Time Evaluation Informed Consent for Collateral Contacts) to that contact for their consent to participate.

At your first appointment, the evaluator will determine if there are any other adults in the home who might be required to be interviewed, such as siblings, grandparents, or live-in nannies. If so, they will need to complete **Form G**, (Parenting Time Evaluation Informed Consent for Household Members).

Also, if there are stepchildren in the home, it may be required for them to participate in interviews. If the evaluator deems these interviews necessary, a **Form H** (Authorization to conduct clinical interview and release information for minor children) will need to be signed by both legal parents or guardians of each stepchild.

If you have any questions regarding the paperwork, please contact our office. A copy of the paperwork will be given to you after your initial appointment upon request.

In the event you cannot make an appointment, *we require 48 hours' notice to cancel or change an appointment.* If any appointment is cancelled with less than the 48 hours, you will be billed at the evaluation rate of \$300.00 per hour.