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To new patients:

Welcome to our clinic. We are happy to provide services for you and your family and would like to let you know what to expect on your first appointment.

Our office is located at 4211 Hospital Street, Suite 208A in Doctor's Plaza, the three story building across the street from the Emergency Room at Singing River Hospital in Pascagoula, Mississippi. There is a sign on the front of the building that says Doctor's Plaza. The Urgent Care is also located in our building. We are located on the second floor to the right after you exit the elevator.

Please arrive **15 minutes early** before your scheduled first appointment so that we will have time to make copies of your insurance cards and make sure we have all of your paperwork before you begin your session with Dr. Stoudenmire. Please complete the Registration Form and Questionnaire included with this mail. Be prepared to present your insurance and/or Medicaid cards, along with a picture ID such as a driver's license on your first visit. We also take a picture of you and/or your child for your medical chart.

We ask that you **do not bring children besides the child/person who is scheduled for an appointment**. You will be here for at least 45 minutes and it is important that the office is quiet so that the child/person being tested is not distracted. If you or your child are being tested for ADHD/ADD and are taking medication to control it, **we ask that you refrain from taking/administering medication for ADHD/ADD on the day of your testing**. Lastly, please be advised that we **do not** handle cases involving any type of legal issues.

Our policy regarding cancellations is that we require a 24 hour notice for cancellation of your appointments. Failure to give us a 24 hour notice will count as a no show. For two (2) or more cancellations or no shows in a row or in less than a month, we will no longer be able to schedule appointments for you.

Please note: If you or your child are being seen for testing, you will be given a set of tests to take home with you to complete and get back to us as soon as possible. Evaluations will be incomplete without these tests.

We look forward to being of service to you. If you have any questions before your appointment, we will be happy to answer them. You may reach us at 228-769-2311. Our normal business hours are Monday – Wednesday 8 a.m. to 5 p.m. We are closed Thursdays and Fridays.

Thank you.