

Pamela Phelan Meek, Ph.D.

Licensed Psychologist MD #1350

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Comprehensive Psychological Evaluations

Information for New Clients

I've been working with children, adolescents, adults and families for over 30 years. I've worked with a wide range of presenting problems including but not limited to learning disabilities, ADHD, emotional problems, conduct disorders, mental retardation, neurological problems, genetic disorders and autistic spectrum disorders. I've handled cases before administrative law judges. I've consulted in public and private elementary, middle and secondary schools. I know how schools work and how children learn. I've been an expert witness in legal proceedings. In the past I have provided family and individual therapy services but at this point my practice is focused solely on psychological evaluations and related consultations. I conduct comprehensive psychological evaluations that include neuro-psychological, clinical and educational testing as needed to determine an accurate diagnosis, treatment plan and/or educational recommendations.

Contacting Me

I can be reached at 301-412-2830. I will return your call as soon as I can. Since my practice is solely devoted to evaluations, I do not handle emergencies. If you or your child has an emergency it's best to contact your primary caregiver or therapist.

Fees

The fee will be determined at the pre-testing conference and can be paid by either check or credit. The fee does not include school meetings or court appearances.

Billing and Payments

I do not file insurance claims or have contracts with any insurance plans. Generally speaking at the pre-testing conference the total fee is established. If an evaluation is to be completed 50 percent of the total fee is due prior to the beginning of testing. The remainder is due at the post-testing consult. Payment may be either check or credit. The final bill will include proper documentation for insurance reimbursement.

Cancellations

At least 48 hours notice is required for cancellations. A \$175 fee will be charged for cancellations with less than 48 hours notice.

Professional Records

I will maintain a file with all test protocols and raw data used in my evaluations. This data will only be available to other professionals qualified to interpret and use the information appropriately. If subpoenaed as an expert witness, the information may, however, be disclosed.

Limits on Confidentiality

The law protects the privacy of all communications between a client and a psychologist. In most situations, I can only release psychological evaluations to others if you sign a written authorization form. If a government agency, pursuant to their lawful authority, requests information for health oversight activities, I may be required to provide amended information to them such as diagnoses. There are some situations in which I am legally obligated to take action in order to protect others from harm and I may have to reveal some information about a client. These situations are unusual in my practice. For example, if I know or have reason to believe reason a child is or has been neglected or physically or sexually abused, the law requires that I file a report immediately with the appropriate government agency. Once such a report is filed, I may be required to provide additional information. If I believe that you or your child present a serious and specific threat of physical violence to another, I may be required to disclose information necessary to take protective actions. These actions may include notifying the potential victim, contacting your family or others who can help provide protection, contacting the police, or seeking your hospitalization. If I believe that your child may harm him or herself I have an obligation to divulge that information.

Signature

Your signature(s) below indicates that you have read this document and agree to its terms.

Signature _____ Date_____

Signature _____ Date_____