Clinical Referrals

Neurodevelopmental Disorders

Vision
To enhance the quality of life for people with neurodevelopmental disabilities and their families.

Mission
The mission of the MIND Institute Clinics is to provide exemplary clinical service founded upon compassionate care and evidence-based practice.

Families interested in having their children evaluated at the MIND Institute will need to take the following steps:

Step 1: How to Begin
Families should first ask their primary care physician (PCP) to submit a referral for the MIND Institute to the UC Davis Physicians Referral Center at (800) 4UC-DAVIS. The clinical staff at the MIND Institute will receive the referral from the Physicians Referral Center. For additional information regarding the referral process, contact Julaila Musgrove, New Patient Referral Coordinator, at (916) 703-0308.

Step 2: Records Collection May Include
Patients may be asked for the following:
- Complete an intake questionnaire prior to the visit
- Individualized Educational Plans
- Previous diagnostic and/or psychological testing
- Current and past medical history
- School records

Step 3: Clinic Triage
All referrals are reviewed by a MIND Institute Clinic staff to ensure that the patient is seen by the appropriate provider.

Step 4: Insurance Authorization
MIND Institute clinic staff will contact your insurance carriers for authorization and communicate with families.

Step 5: Appointment Scheduling
Appointments are determined according to clinical triage criteria established by a team of clinicians. Generally, an appointment will be made within 3-5 weeks of the referral date. Patient flow, provider schedules and family schedules must also be taken into consideration when scheduling the appointment.
Payment Options

• Currently, insurance and self-pay options are available. We accept most major insurance carriers, as well as 3 mental health care plans. Insurance authorization for services must be provided by the Primary Care Physician (PCP) at the time of the referral for plans that require PCP authorization.

• MIND Clinic staff will obtain authorization from the patient’s insurance company for PPO plans not requiring PCP authorization.

• Depending on their insurance carrier, patients may be asked to pay a co-pay at the time of the visit. There are also referrals initiated through contracts with California Children’s Services (CCS), and Regional Centers. Eligibility for referrals generated through these contracts is determined by the service agency.

• Medi-Cal is accepted for certain services, when authorized, including Pediatric Child Development and Pediatric Genetic Services.

Other Resources

• Interpretive services are available for non-English speaking patients.

• Families with children under 3 years of age who have developmental delays or older children who have autism and/or intellectual disabilities should contact their local Regional Center and request an intake appointment.

• Families of children 3 years and older who suspect any type of developmental problem are also encouraged to contact their local school and request an Individual Education Plan (IEP) to assess and treat developmental and learning delays. Children are eligible for school based services free of charge and in a setting appropriate to their specific needs.

• The MIND Institute and the Center for Excellence in Developmental Disabilities (CEDD) have collaborated to bring you comprehensive resources relating to neurodevelopmental disorders and other conditions. The information is online and is helpful to parents, professionals, and the community. To find out more: mindinstitute.ucdavis.edu or www.ucdmc.ucdavis.edu/ddcenter.

• For more information about research and resources, please contact Brenda Shelton, Resource Center Manager at (916) 703-0336 or brenda.shelton@ucdmc.ucdavis.edu.

• The Resource Center contains information and resources relating to neurodevelopmental disorders and other conditions. Books, DVD’s, handouts, brochures and use of the computer for research are available. The information is helpful to parents, caregivers and the community.

MIND Institute Website

We offer a variety of educational videos, resources, and information about our current research.

Like us on Facebook to keep up with the latest news and events.

For more information about the Assessment Clinic, please contact:

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New Patient Referral Coordinator  
(916) 703-0308

**Lisa Gaynes**  
Practice Manager  
(916) 703-0236

Scheduling Phone & Appointment Status  
(916) 703-0300  
(888) 883-0961

Physicians Referral  
(800) 4UC-DAVIS

Fax for sending documents and records  
(916) 703-0350