# Dell Children's Medical Center Pediatric Headache Center UT Health Austin Pediatric Neurosciences at Dell Children's

#### WELCOME LETTER

Welcome to the Dell Children's Pediatric Headache Center within UT Health Austin Pediatric Neurosciences at Dell Children's! Your scheduled appointment will take place on the 3rd floor of Dell Children's Specialty Pavilion located at:

4910 Mueller Blvd., Suite 300 Austin, TX 78723

Phone: 512-628-1855; Fax: 512-380-7544

### Helpful tips for preparing for your upcoming appointment:

## At least one week before your visit, please fax or mail the following:

- Any non-Dell Children's Medical Center/ARA MRI/CTs of the brain or spine (CD-ROM of image is best)
- Evaluations by occupational, physical, or speech therapists or psychologists (including school psychoeducational evaluation)
- Laboratory results
- Completed forms (attached)
- Electroencephalogram (EEG) report
- Sleep study report

#### Day of visit:

- Dress in loose-fitting, comfortable clothes
- Parent or legal guardian must attend the visit and bring photo identification
- Insurance card(s) for primary and secondary insurance plans
- Copay (cash, check, and credit cards are accepted)
- List of current medications, supplements, and herbal remedies and doses of each
- Address or fax number for non-Dell Children's physicians to receive a summary of the visit
- Specialty pharmacy card (if applicable)
- Snacks, toys, or books for the wait

We look forward to partnering with you throughout your child's care.

## **Late and No-Show Policy - Please review**

As a courtesy to our patients who are waiting to be seen by our specialists, please contact us at least 48 business hours prior to your scheduled appointment time to cancel or reschedule your appointment. A notification of less than 24 business hours before your scheduled appointment time is considered a no-show.

**LATE:** Patients who are more than 15 minutes late will not be seen and will be required to reschedule their appointment.

**NO-SHOW:** Patients who call less than 24 business hours before their scheduled appointment time to reschedule their appointment and patients who do not call at all will not keep their appointment.

For any questions or additional information, please contact us at 1-512-526-1855.

Thank you, Dell Children's Pediatric Headache Center

# **Location and Parking**



- Park in the "Green" Parking Garage located directly across from the Dell Children's Specialty Pavilion on either the 1st, 2nd, or 3rd floor. Handicap spots are available.
- Walk into the main entrance of the Dell Children's Specialty Pavilion (which is the 1st floor) and take the elevator to the 3rd floor.