

## Health Service ADD/ADHD Appointment Policy

In some circumstances, Health Service can provide follow-up appointments and write prescriptions for continuation of ADD/ADHD medications when specific criteria are met :

### 1) For students diagnosed with ADD/ADHD Health Service Requires:

- a. Documentation of ADD/ADHD diagnosis by a mental health specialist, including copies of the results of any psychological testing, consultation, or special evaluation.
- b. A summary letter or notes from the current prescribing practitioner documenting:
  - Stable medication dosage for at least 6 months, with history of medications used in the past.
  - A request that the student be followed by Health Service during the academic year.
  - Practitioner availability for consultation by phone if needed.
  - Practitioner availability for follow-up visits during school breaks.
- c. Follow-up visit with the home practitioner at least once annually.
- d. Compliance with ADD/ADHD Appointment Plan as outlined below.

### 2) ADD/ADHD Appointment Plan

#### a. Documentation

- All documentation must be received and reviewed before scheduling an appointment and before medication is prescribed.
- If the documentation meets our approval, Health Service will continue the medication plan via monthly appointments and prescriptions.
- If the documentation is not approved, the student will be referred to the prior practitioner or to a community practitioner in the local area.