

Developmental and Behavioral Pediatrics

Online Referral Intake Forms

Once your child is referred by MD/NP/PA, visit www.chadis.com and select **register** in the upper right-hand corner



New to CHADIS select **“No, I have never used CHADIS before”**



Step 1: Register yourself by using our office number as your invitation code: **7044032626** and complete all other information about yourself to create your account. Once complete on the next page you can print off your CHADIS or just click continue to move forward to the next page.

Step 2: Complete all the information with your child’s name and indicate your relationship to the child (mother, father, grandparent, etc). Click **next** once you have completed this page.



Your child’s account has been created. Please be sure to review the welcome document in the **pink banner** that goes over the referral/scheduling process, additional records that are required, and inviting your child’s teacher, if they are of school age or in daycare.



After reviewing the document, underneath the **pink banner** you will select **“Go”** to start completing your online questionnaires/intake forms. You will be asked to Choose a Doctor/Provider. Since your child will be a new patient to us, please select **“Go”** next to **“I’m not sure which doctor I’m seeing, but this visit is definitely at Atrium Health Developmental and Behavioral Pediatrics of the Carolinas”**.

Now you are all set to begin your questionnaires. As a new patient to our practice, please be sure to select **“Go”** next to **“New Patient Consult”** to begin. Once complete revisit your welcome document and review the process for our referrals with our contact information should you need anything.



DOCUMENT CHECKLIST FOR DBP CLINICS (EXCEPT DBP THERAPY)

All referrals are time sensitive. In addition to completing CHADIS our DBP providers will also need the below documentation prior to your appointment so they may complete a thorough evaluation of your child. Please be aware that the provider may request additional evaluations before or after the initial consult for diagnostic clarification.

If child is 3 or younger, we will need the following:

- Early Childhood Evaluations (CDSA for NC-English 704-336-7130; Spanish: 704-336-7452. Babynet for SC English 1-866-512-8881 or Spanish/other languages-1-888-549-0820).
*If your child is not in CDSA or BABYNET, please call the above numbers or ask your pediatrician to make a referral.
- Speech, Occupational (OT), and/or Physical (PT) Therapy evaluations (if available)-these can be obtained from CDSA/Babynet

If child is 4 years old and above, we will need the following:

- Full IEP and accompanying testing that was used to generate the IEP** (ex. Evaluations, IQ Testing, Achievement Testing, Psychoeducational Evaluation, Speech/OT/PT Evaluation)
- Full Psychoeducational Evaluation**
- 504 Plan** (if applicable)
- Previous Evaluations and Records of Treatment:**
 - Speech, Occupational (OT), and/or Physical (PT) Therapy
 - Psychological/Psychoeducation Evaluation (IQ, Academic Testing, Speech, OT and PT Evaluations)
 - Psychiatry
 - Neurology
 - Previous Developmental & Behavioral Pediatrician Records
 - Behavioral Therapy
 - Medication History (Prescribing Physician and Medication List)
- Legal Documentation** if you are a foster parent, grandparent, or guardian, we will need copies of legal custody paperwork

For ALL Children we will need:

- Legal Documentation** if you are a foster parent, grandparent, or guardian, we will need copies of legal custody paperwork
- Copy Insurance Card**