



## AAA Neuropsychology, LLC

59 General Warren Blvd · Suite 101 · Malvern, PA 19355

Phone: **484-870-5608** · Fax: 484-870-5609

Email: [info@aaaneuropsych.com](mailto:info@aaaneuropsych.com) · Web: <http://aaaneuropsych.com/>

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Thank you for taking the time to read over this information. Please refer to the second attachment for “Forms to bring with you.” Here you will find forms to print, complete, and bring with you to the day of your appointment. Below we are also including some things to bring to your appointment, directions to our office and our HIPPA privacy notice. Of course, please feel free to call our office (484-870-5608) or email ([info@aaaneuropsych.com](mailto:info@aaaneuropsych.com)) if you have any further questions, we would be happy to help.

### **Things to bring to your neuropsychology appointment**

- Completed forms in the “Forms to bring with you” ([Forms to bring to your appointment.docx](#))
  - “Client Information and Authorization form”
  - “Patient Financial Policy”
  - “Patient History”

\*\*\* You may also access these forms through the “Forms” tab on our website ([www.aaaneuropsych.com](http://www.aaaneuropsych.com)).

- Photo identification (e.g. driver’s license)
- Primary and secondary insurance cards (if applicable)
- Co-pay/deductible/payment in **cash or check** (made to AAA Neuropsychology, LLC). You can also pay with credit card through PayPal onsite.
- Lunch or snack. We have a refrigerator for storage if you need it.
- Copies of any medical records related to your current concerns or illness (e.g. brain scans, medical notes, prior evaluations, school records)
- Hearing aids or reading glasses, if applicable
- Any routine medications you need for the day can be taken.
  - If this is an ADD/ADHD evaluation, we prefer that you NOT take your ADD/ADHD medication on the day of the evaluation since it can affect cognitive test performance, but please check with your doctor first.

Please try to get a good night’s rest the night before the evaluation.

Please avoid alcohol and illicit drugs at least 24 hours prior to the evaluation.

# **DIRECTIONS TO AAA NEUROPSYCHOLOGY, LLC**

## **59 GENERAL WARREN BLVD, SUITE 101, MALVERN, PA 19355 (Tel: 484-870-5608)**

*The office is located in the Commons at Great Valley, in a single story, standalone building situated between World Travel and Kindercare on General Warren Blvd. The sign outside says KFJ and AAA Neuropsychology. Please drive to the rear parking lot and enter into the building and our suite.*

### **FROM PA TURNPIKE WEST (without EZ Pass)**

Exit 312 – Downingtown.

After tollbooths bear left onto Route 100 South (Pottstown Pike).

Go south on Rt 100 about 6 miles to Rt. 30 East.

Left on Rt 30 towards King of Prussia/Philadelphia.

Merge onto Rt. 202 toward King of Prussia.

In about 4 miles exit south onto Rt. 29 South toward Malvern.

Go North on PA-29/N Morehall Rd

In less than a mile turn left into the Commons of Great Valley onto General Warren Blvd (if you reach Yellow Springs Rd, you've gone about 0.1 miles past)

Follow the road around, until you reach the stand-alone building for 59 General Warren Blvd on your right, with plenty of parking in the rear

### **FROM PA TURNPIKE WEST (with EZ Pass)**

Exit 320 – PA-29 towards Phoenixville/Malvern

Merge right onto N Morehall Rd/PA-29

At the next light, turn left into the Commons of Great Valley, onto General Warren Blvd (If you reach Yellow Springs Rd, you've gone about 0.1 miles past)

Follow the road around, until you reach the stand-alone building for 59 General Warren Blvd on your right, with plenty of parking in the rear

### **FROM ROUTE 202, VALLEY FORGE/KING OF PRUSSIA**

Take Route 202 South

Take exit toward Great Valley/PA-29 North

Keep left to take ramp toward Penn State Great Valley Campus

Turn towards E Swedesford Road

Turn right onto Morehall Rd/PA-29

Soon after the PA Turnpike exit in about a mile, turn left into the Commons of Great Valley onto General Warren Blvd (if you reach Yellow Springs Rd, you've gone about 0.1 miles past)

Follow the road around, until you reach the stand-alone building for 59 General Warren Blvd on your right, with plenty of parking in the rear

### **FROM ROUTE 202, WEST CHESTER**

Follow 202 North to exit for Rt. 29N/Great Valley

Turn right onto Matthews Rd

Turn right onto Morehall Rd/PA-29

Soon after the PA Turnpike exit in about a mile, turn left into the Commons of Great Valley onto General Warren Blvd (if you reach Yellow Springs Rd, you've gone about 0.1 miles past)

Follow the road around, until you reach the stand-alone building for 59 General Warren Blvd on your right, with plenty of parking in the rear

### **FROM ROUTE 76, PHILADELPHIA**

Follow Route 76 West (Schuylkill Expressway).

Take Exit 328A – Rt. 202 S. Toward West Chester

Take exit toward Great Valley/PA-29 North

Keep left to take ramp toward Penn State Great Valley Campus

Turn towards E Swedesford Road

Turn right onto Morehall Rd/PA-29

Soon after the PA Turnpike exit in about a mile, turn left into the Commons of Great Valley onto General Warren Blvd (if you reach Yellow Springs Rd, you've gone about 0.1 miles past)

Follow the road around, until you reach the stand-alone building for 59 General Warren Blvd on your right, with plenty of parking in the rear

The stand-alone building for 59 General Warren Blvd is on your left, with plenty of parking in the rear



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### Notice of Privacy Practices (Brief Version)

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

#### Our commitment to your privacy

Our practice is dedicated to maintaining the privacy of your personal health information as part of providing professional care. I am also required by law to keep your information private. These laws are complicated, but we must give you this important information. This is a shorter version of the full, legally required notice of privacy practices that we can provide to you. Please talk to us about any questions or problems.

#### How we use and disclose your protected health information with your consent

We will use the information we collect about you mainly to provide you with assessment and/or treatment, to arrange payment for services, and for some other business activities that are called, in the law, health care operations. After you have read this notice we will ask you to sign a consent form to let us use and share your information in these ways. If you do not consent and sign this form, we cannot assess or treat you. If we want to use or send, share, or release your information for other purposes, we will discuss this with you and ask you to sign an authorization form to allow this.

#### Disclosing your health information without your consent

There are some times when the laws require us to use or share your information. For example:

1. When there is a serious threat to your or another's health and safety or to the public. We will only share information with persons who are able to help prevent or reduce the threat.
2. When we are required to do so by lawsuits and other legal or court proceedings.
3. If a law enforcement official requires us to do so.
4. For workers' compensation and similar benefit programs.

There are some other rare situations. They are described in the longer version of the notice of privacy practices.

#### Your rights regarding your health information

1. You can ask us to communicate with you in a particular way or at a certain place that is more private for you. For example, you can ask us to call you at home, and not at work, to schedule or cancel an appointment. We will try our best to do as you ask.
2. You can ask us to limit what we tell people involved in your care or the payment for your care, such as family members and friends.
3. You have the right to look at the health information we have about you, such as your medical and billing records. You can get a copy of these records, but we may charge you for it. Contact us to arrange how to see your records. See below.
4. If you believe that the information in your records is incorrect or missing something important, you can ask us to make additions to your records to correct the situation. You have to make this request in writing and send it to us. You must also tell us the reasons you want to make the changes.
5. You have the right to a copy of this notice. If we change this notice, we will post the new version in the office, and you can always get a copy of it.
6. You have the right to file a complaint if you believe your privacy rights have been violated. You can file a complaint with us and with the Secretary of the U.S. Department of Health and Human Services. All complaints must be in writing. Filing a complaint will not change the health care we provide to you in any way. Also, you may have other rights that are granted to you by the laws of this state, and these may be the same as or different from the rights described above. We will be happy to discuss these situations with you now or as they arise. If you have any questions regarding this notice or our health information privacy policies, please contact us at the phone number indicated above.

The effective date of this notice is 3/30/16