



**Austin Child Guidance Center**  
810 West 45th Street, Austin, TX 78751  
Phone (512) 454-9204, fax (512) 454-9204  
www.austinchildguidance.org

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Dear Parent(s)/Guardian(s):

You are receiving this letter because you have referred your child for a psychological assessment at the Austin Child Guidance Center. Before your child can be placed on our waitlist for a psychological assessment, we must receive the following:

- Child Developmental and Family Profile
- Divorce decree, custody agreement, or other legal paperwork **when requested**
- Previous psychological or special education assessment report(s)

Because there is often an overlap between our psychological assessment and other testing (e.g., special education testing), it is very important for us to receive information about any previous assessments and to be informed if another assessment is pending or in progress. As part of the process of providing your child with a comprehensive assessment, we will review any previous assessments or evaluations, including school-based assessments for special education eligibility. If your child has participated in a previous psychological or educational evaluation, either through his/her school or in another setting (e.g., psychologist's office, clinic, psychiatric hospital), **we must receive a copy of that report prior to scheduling your child's assessment appointment here at the Austin Child Guidance Center.**

If you have a copy of your child's previous evaluation, please send it to the center with the other requested paperwork. If you do not have the report of a previous assessment, please request a copy from the school or other provider. Please send the report to the center or ask the school/provider to send the report directly to the Austin Child Guidance Center. Our address and fax number are listed below. If your child is in the process of being evaluated for special education, **it is best to await the results of the special education evaluation before pursuing an evaluation at ACGC.**

Please contact Julia Hoke, Ph.D. (English) or Jose Miranda, Psy.D. (Spanish) at 512-451-2242 if you have questions about providing previous assessment records.

Sincerely,

Julia Hoke, Ph.D.  
jhoke@austinchildguidance.org  
Licensed Psychologist  
Director of Psychological Services  
Phone: 512-451-2242  
Fax: 512-454-9204

Austin Child Guidance Center  
ATTN: Psychological Services Department  
810 W. 45<sup>th</sup> Street  
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