

CHILDREN'S SPECIALTY GROUP, PLLC



Division of Developmental Pediatrics

400 Gresham Dr, Ste. 900
Norfolk, Virginia 23507
Phone: (757) 668-7473
Fax: (757) 668-7474



Physicians

Christine Houlihan, M.D.
Jason Gerber, M.D.
Kaitlin Blackard, M.D.

Psychologists

Janice Keener, Psy.D.
Jennifer Gildea, Ph.D.

Nurse Practitioners

Jessi Simpson, FNP-C
Michelle Atwood, FNP-BC
Bianca Tribley, CPNP
Kimberly Humphrey, FNP-C

Date: _____

Dear Parents and Caregivers,

We have received a referral from your primary care physician requesting an appointment with one of our Developmental Pediatricians. At this time, we have added your child's name to the Developmental Pediatric's clinic wait list. This delay in appointment time is due to the high level of community demand and a national shortage of experts in developmental disorders.

We have enclosed a New Patient Packet that includes a Check List, New Patient Comprehensive History Form, and Vanderbilt Parent and Teacher rating scales. These forms must be completed and mailed back to our office to move forward in the wait process. **If we do not receive the completed packet within 30 days from the date above, your child will be removed from the wait list.**

As soon as we receive your completed packet and it has been reviewed, the office may contact you to offer recommendations about community resources, programs or providers that can help address specific areas of need, regardless of your child's ultimate diagnosis. This will allow your child to start receiving services while you pursue a more thorough clinical evaluation. **Our wait time is approximately 9 months after the packet is received.**

We will contact you to offer an appointment date and time. **Please bring any necessary forms that need to be completed to the appointment to have discussed, reviewed, and completed during the visit. Forms requested to be completed outside of the visit might incur a charge up to \$60.** Please contact us at 757-668-7473 between the hours of 8:00am and 4:30pm and we will be happy to assist you. If any contact information has changed, please contact our office.

Yours sincerely,

The Division of Developmental Pediatrics