



## The ADD SOI Testing Center

2007 Cedar Avenue

Manhattan Beach, CA 90266

Phone: (310) 546-8583 Fax: (310) 546-9068

[www.ADDSOI.com](http://www.ADDSOI.com)

Please fill out your assessment appt. for your records

\_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_ a.m.  
(Day) (Date) (Time)

ADD Evaluations take approximately 2 - 3 hours.

Please be prompt for your appointment. Due to time constraints, if you are more than 15 minutes late for your appointment, your assessment may need to be rescheduled.

### To Schedule an Assessment Appointment:

Please **FAX** to 310-546-9068 **ONLY** the following items:

- Completed **Insurance Questionnaire**
- Copy of the **front and back of Insurance card**
- Completed **Intake Form, all pages**

After faxing these forms, please **CALL** the office at 310-546-8583 to do an intake and set up an appointment time. **Please bring ALL other attached paperwork, fully completed to your assessment.**

### For accurate test results:

- ⇒ **ABSOLUTELY NO CAFFEINE PRODUCTS** for 5 days prior to your assessment. This includes coffees, teas, caffeinated sodas, and chocolate.
- ⇒ Get a **GOOD NIGHTS SLEEP** the night before and eat a **BALANCED BREAKFAST** (including some protein) the morning of the assessment.
- ⇒ **NO NICOTINE** the morning of the assessment.

### Driving directions:

The Testing Center is located between Marine Avenue and 18<sup>th</sup> Street on Cedar Avenue. Cedar is one block East of Sepulveda Boulevard.

Take the **Inglewood Avenue** exit off the 405 Freeway

From the **405 North**, make a **right off the freeway** onto Inglewood Ave. (going North)

From the **405 South**, make a **left onto Inglewood Ave.** (North)

Turn **left onto Marine** Ave. (going West)

Head straight (West) on Marine Ave. to Cedar Ave.

Make a **left onto Cedar** Avenue. (The Manhattan Village Mall and The Olive Garden will be on your right.)

2011 Cedar is about ½ a block past the first stop sign on the right hand side.

### Payment procedure:

The Insurance Questionnaire must be completed and received in our office **BEFORE** a testing appointment is scheduled. Please call your insurance company and ask them the questions on the form **EXACTLY** as they are written. It is your responsibility to pay for any services not covered by your insurance company. **Failure to get pre-authorization (if required by your insurance provider), or denial or limitation of benefits, will result in you being billed for the remaining amount owed.** We accept Visa, MasterCard, America Express, Discover, personal checks and cash.

### Getting your assessment results:

**After your assessment**, please contact Dr. Valerie Maxwell at (310) 546-6500 to set up an appointment to review all testing completed. Dr. Maxwell makes all of her own appointments. She is located at 2007 Cedar Ave.

If you have any questions or concerns please call The ADD SOI Testing Center at (310) 546-8583.

