



# WEST YAVAPAI GUIDANCE CLINIC

---

## **Before Your First Appointment with West Yavapai Guidance Clinic**

### ***Main office for intakes/assessments/new appointments:***

*West Yavapai Guidance Clinic's Hillside Center*

*642 Dameron Drive, Prescott AZ 86301*

*Walk-In Hours for Intake: Monday through Friday, 7:30 am to 3:00 pm*

*928-445-5211 (ext 4004 for questions on eligibility)*

Welcome to West Yavapai Guidance Clinic (WYGC). Our new clients typically begin their entry into care at our Hillside Center office (642 Dameron Drive, Prescott), whether they choose to receive their ongoing care there or at other WYGC offices/clinics later. The Hillside Center office is designed as a walk-in clinic, for your convenience. We are able to take people without an appointment the same day they choose to enter care. However, to ensure things go as quickly as possible, we do encourage you to call first so that we may screen you and make your chart.

Appointments are available for those who live a distance from the clinic or who have special needs.

The entire intake/assessment process takes about two hours. Paperwork will be filled in and reviewed during the registration process, which is the first part of your appointment. The interview with the therapist takes about 90 minutes.

Items you may need to bring (please review the specifics with staff when you make a screening call):

- Driver's License or Picture ID
- Social Security Card
- AHCCCS Card
- Medicare Card
- List of Medications with Dosages
- Proof of Income
- Proof of Citizenship (if not on AHCCCS)
- Birth Certificate or Naturalization Paperwork
- Passport

(Note: some of the above may not be needed. But better to bring more, just in case)

If the new client is under age 18, the legal guardian must be present. Please bring the following for children:

- Birth Certificate
- Parent or legal guardian photo ID
- AHCCCS card
- Other insurance cards if available
- Custody agreement, if Parents are divorced
- "Notice to Provider" if in foster care