



# STATE OF ALASKA

## DEPARTMENT OF HEALTH AND SOCIAL SERVICES

### ALASKA GENETICS & BIRTH DEFECTS CLINIC

#### General Guidelines for Genetics Clinic Appointments

The State of Alaska Genetics Clinic provides genetic evaluation appointments for children. Each evaluation is performed by a geneticist to determine if there may be any underlying genetic cause for the presenting condition of the patient. The assessment seeks to establish, if possible, a diagnosis and to make recommendations for possible testing and/or other relevant workup. Often, there will also be follow-up recommendations made for the child's family, primary care provider (PCP) and subspecialists.

- Appointments are scheduled based on the priority of a referral: urgent referrals are prioritized over routine referrals and usually new patients will take priority over recalls. Referrals made due to suspicion for a genetic condition where speedy diagnosis and management can make a difference in the medical outcome for the patient are usually prioritized.
- Children must be referred by their PCP or another provider. Medical documentation of medical concerns is needed from the referring physician at the time of the referral.
- We can not process referrals until we receive all the necessary documentation.
- As part of the referral process all or part of the following records will be needed: PCP notes, growth charts, laboratory results, imaging reports and/or CDs, subspecialty notes, developmental records, Individual Education Plans, therapy notes, etc.

#### The Appointment

During the appointment, the provider will take a family history, the child's medical history, examine the child, and review documents. Near the end, the provider will share with the family information, impressions, and recommendations.

- The appointment typically lasts 1 hour. Parents should plan accordingly for their child's needs by bringing snacks and favorite toys for distractions. Because childcare is NOT provided, it is strongly recommended that alternative arrangements are made for siblings.
- This is a billable appointment and insurance information is needed. We provide this services on a sliding scale for those without insurance. Insurance and/or funding for both the travel and the cost of the appointment is the parent's responsibility. Photo ID of the parent, insurance verification, and legal guardian's documentation giving permission to seek medical treatment on the child's behalf must be provided.
- Any genetic testing will be billed separately and is not a part of the State of Alaska.

#### After the Appointment

Within 30 days the family, the PCP and any other providers the family identifies will receive a written summary of the recommendations. Ongoing care is coordinated by the child's PCP provider .

- Results of any testing will be sent to the family and other designated recipients. Our genetic counselor will also call the family to discuss the results.
- Recall appointments are sometime necessary however, this is a diagnostic clinic and not intended to supply ongoing treatment and followup for the child or family. The PCP is responsible for routine followup.
- The State of Alaska, Section of Women's Children and Family Health is the office of record and will maintain files,

**Meg Kurtagh, Clinic Manager**

**PHONE: 907.269.3430 FAX: 907.269.3432 EMAIL: [margaret.kurtagh@alaska.gov](mailto:margaret.kurtagh@alaska.gov)**