



**DR BENEDICTA ITOTOH
DEVELOPMENTAL PAEDIATRICIAN
& PAEDIATRIC ALLERGIST**

Welcome, as your child is now under the care of Dr Itotoh, please read and keep this information for guidance on future appointments and requirements.

Contact details

Address: 96 Forrest Rd, Hamilton Hill WA 6163

Phone: 9352 2910

Email: info@stjamesfamilymedical.com.au

Website: www.stjamesfamilymedical.com.au

Referrals

- Your GP referral is valid for 12 months from the date of your initial visit with Dr Itotoh.
- You will need to provide a new referral from your GP every year thereafter as per Medicare guidelines otherwise you will not be entitled to a rebate.
- If your usual GP changes at any time, please let us know so future correspondence can be sent to your new GP.

Appointments

- Follow up appointments can be booked as required. Please phone the clinic to schedule one if required. It is good practice to have an annual review with Dr Itotoh unless she has discharged your child from her care e.g. your child has turned 18 or their medical issue has resolved.
- Dr Itotoh may schedule a recall for your child dependent on your last consultation e.g. a 6-month review may be required for a check-up and script renewal
- If you have feedback regarding your child's condition or behaviour, please email Dr Itotoh at info@stjamesfamilymedical.com.au so she can evaluate future treatment for your child e.g. stopping a particular medication until she can review your child
- Telehealth consultations may be available for your child, please ask reception regarding these. An annual review appointment must be in person, unless there are extenuating circumstances.

Telephone and video consultations

- Dr Itotoh offers two types of remote telehealth consultations – short telephone consults and video appointments
- Short telephone consultations are booked at Dr Itotoh's discretion.
 - She requests these usually for patients who recently commenced a new medication and she would like to review how the child is tolerating it.
 - These appointments are booked in addition to her available appointment slots.
 - Please note, medication reviews cannot be done in a short telephone consult

- The fee is \$70, payment is required by phone immediately following your consultation and reception staff will lodge your Medicare rebate claim on your behalf.
- Video consultations are conducted using Health Direct and may be requested by Dr Itotoh or the family
 - These appointments take a 30-minute appointment on Dr Itotoh's schedule.
 - You must reside 15km or further away from the clinic.
 - Your device must have internet connection with microphone, camera and speaker capability. These are conducted via HealthDirect.
 - These appointments are then charged at the full fee.
 - There is a particular sequence of Medicare item codes that are charged over a 12-month period for specialist providers so you may note a change in billing as the year progresses.
 - Payment is required by phone immediately following your consultation and reception staff will lodge your Medicare rebate claim on your behalf.

Scripts

- If your child is prescribed medication by Dr Itotoh, you will need to have the script filled by your nominated pharmacy. They will hold the script on file and dispense medication according to Dr Itotoh's instructions e.g. one a month.
- It is difficult to move the script from one pharmacy to another, so please choose your pharmacy with convenience in mind.
- Please note that Schedule 8 scripts are only valid for 6 months from the date they are written so it is important to have the medication dispensed and collected on schedule.
- If your child has been seen within the last 12 months by Dr Itotoh, you may request a script by emailing info@stjamesfamilymedical.com.au and including your child's full name, DOB, medication name and dosage. You will also need to confirm they are doing well on their current medications.
- Dr Itotoh actions all incoming script requests once a week on a Thursday morning.
- Please note a fee of \$20 is payable with no rebate from Medicare. Payment will be taken by phone on Wednesday and we will confirm if you prefer the eScript to be sent to you by email or SMS. You can then present to your pharmacy and they will scan the token to hold the script and repeats. In the event we experience technical difficulties with the eScript system, we will call you to confirm your nominated pharmacy and email/ fax then post the physical script direct to them.
- Dr Itotoh may authorise your GP/ other providers at the GP practice as a co-prescriber for your child's medication. Please discuss this option with Dr Itotoh directly. Your GP could then provide a repeat script to your child; however they cannot make any changes to the medication type or dosage as only your specialist can make those changes.
- If you have not seen Dr Itotoh for more than 12 months or require changes made to your child's medication, please book an annual review appointment by phoning reception and advising your child requires a medication review.

IMPORTANT: Do not dispose of scripts by throwing them in the bin. Please confidentially shred them, or hand them to your pharmacy or St James for disposal. You are not authorised to change your child's dosage without discussing with Dr Itotoh. You are also not authorised to give your child medication prescribed for a sibling.

Adverse reactions to medications

- Usually when Dr Itotoh prescribes a new medication, she will request a short telehealth appointment with the family 4-6 weeks after to follow up.
- However, if your child has an adverse reaction, please email this to Dr Itotoh at info@stjamesfamilymedical.com.au so she can evaluate the symptoms and decide whether medication should be ceased or changed.

- She will likely request a telehealth or face to face appointment to discuss the medication issues, however your emailed feedback is required in the first instance.

Fees

- St James Specialist is a medical clinic where Dr Itotoh conducts her private practice. Full payment of the consultation fee is required at the end of your consultation.
- Unfortunately there are no discounts available for concession care holders.
- Please be aware that future appointments can-not be booked for your child, and correspondence and scripts will be held, until all previous accounts are paid in full.

Letters

- Dr Itotoh dictates her clinic letters immediately following each consultation. This is then checked and formatted before being sent to the recipients.
- Correspondence will be sent within 1-2 weeks following your consultation. If you require a letter urgently, please advise reception so this can be prioritised.

My child has been diagnosed with ADHD, what are my next steps?

- If your child is school aged, you will need to provide a copy of Dr Itotoh's report to their school and liaise with the teacher to ensure the school in providing support to your child.
- Please let reception know if the school requires anything further from Dr Itotoh e.g. a letter confirming diagnosis, medication and authorising medication administration
- ADHD WA is very helpful for support, education, and resources. Check out the website www.adhdwa.org and register for their newsletter
- If you previously chose to conservatively manage your child's behaviour, however you now wish to consider medication then please call reception to book an appointment to discuss this with Dr Itotoh
- If your child is prescribed medication, and this no longer seems to be working for them or you have noticed adverse reactions then please call reception to book an appointment to discuss this with Dr Itotoh.
- Book follow-up appointments as required, at least an annual review so Dr Itotoh can provide ongoing paediatric care for your child.

My child has been referred for ASD assessment, what are my next steps?

- The ASD diagnosis process is like a sandwich, and the paediatrician is the bread. The order of appointments should be:
 - 1. Paediatrician
 - 2 & 3. Clinical Psychologist & Speech Pathologist in either order. Some patients will only require Clinical Psychologist input due to age.
 - 4. Paediatrician
- Dr Itotoh will write a referral to the Clinical Psychologist and Speech Pathologist. You will need to contact them to book an appointment, do not wait for them to call you.
- You will receive a copy of this report as well as the contact details for your referred providers. Please provide a copy of this report to school and liaise with the teacher to ensure the school in providing support to your child.
- Autism Association of WA is very helpful for support, education, and resources. Check out the website www.autism.org.au and register for their newsletter
- If you choose to see alternative providers, please let reception know so the referral letter can be amended and sent out.

- If school requires a letter from Dr Itotoh to confirm your child is undertaking the ASD diagnosis process, please request this via reception staff.
- When your appointments with Clinical Psychologist and Speech Pathologist are confirmed, please call reception to book your ASD finalisation appointment with Dr Itotoh. This will be scheduled at least 2 weeks after your other appointments to allow time for their reports to be sent to Dr Itotoh.
- Following your final appointment with Dr Itotoh, if a diagnosis is confirmed she will provide you with an ASD Diagnostic Report. This is provided to your GP, your family, NDIS and school.
- Register with NDIS and they will coordinate case meetings/ assistance for your child.

My child has been diagnosed with anaphylaxis, what are my next steps?

- Fill your EpiPen script and provide the action plan to your child's caregivers.
- Book a follow up appointment if required, otherwise ensure you book an annual review with Dr Itotoh so your child's script/ action plan can be renewed.