



**ALBERTA PROFESSIONAL SERVICES, INC.**  
**3107 S. Elm-Eugene St**  
**Greensboro, NC 27406**  
**Phone 336-273-2640 Fax 336-273-6522**

Thank you for your interest in Alberta Professional Services. We provide 11 nationally accredited services for adults and children with behavioral health needs. We specialize in providing residential services in home and community-based settings. In addition we provide a full array of Innovation services for waiver participants.

If there is some doubt as to which service is appropriate, you may use the attached 2-page form to make an initial referral for any service. This makes up a referral/application “packet” for placement in our services.

The additional admissions forms can be completed at a later date; however, they all do need to be completed prior to actual placement in one of our services.

Additional information will also be needed prior to or at the time of placement including the following:

- Completed copy of forms provided in APS “*In-take Packet*”
- Current treatment plan, ISP, or PCP
- Available copies of assessments, NC SNAP, SIS, or Clinical Comprehensive Assessments,
- Copy of the client’s Birth Certificate,
- Copy of the Social Security card,
- Original current Medicaid card (if a Medicaid recipient),
- Legal custody order, guardianship, or power of attorney other court orders (if any),
- Individualized Education Plan (IEP) or related school documents (if any),
- Behavior Plan (if any),
- Most recent medical exam and immunization record,
- Medication Orders signed by a physician for any current prescription medications,
- Non-prescription Medication Orders signed by a physician,
- Available copies of social histories, mental health evaluations, discharge summaries from past psychiatric placements, and other pertinent information that will help you, Alberta and other team members plan effective, individualized services.

All the standard rules of privacy and confidentiality apply to any information gathered about this potential client.

*Please note that all or nearly all of this above information as well as the admissions forms from APS are required by State Standards, **if this information is not present it may delay or prevent the admission process from moving forward.***

If you have any questions about our services or our forms please ask.

Eric W. Krohn, Ph.D.  
Executive Director