

Dear \_\_\_\_\_,

Thank you for choosing Behavioral Healthcare Corporation as a partner in meeting your mental health needs. You and I are scheduled for an appointment on \_\_\_\_\_ at \_\_\_\_\_ AM/PM. The enclosed packet is the first step in helping us get to know you. Please complete the documents and bring them along with your insurance cards to your first appointment.

Your first appointment will be with myself, a Mental Health Worker and will focus on completing admission documents and obtaining a thorough history. The second appointment will be with a therapist that we hope will be a good fit. This meeting will focus specifically on the reasons that you are seeking services. Follow-up sessions will be conducted on a regular schedule agreed upon by you and your therapist and may be by in person, video or by phone in some instances.

We ask if you are experiencing any upper respiratory or flu-like symptoms that you call our office to reschedule your appointment. Behavioral Healthcare Corporation strongly supports and recommends the COVID vaccination to all who are able to receive it. We do ask that if you are unvaccinated that you kindly consider wearing a mask for your appointment.

Unless you require additional support, we ask that you refrain from bringing anyone with you for the first appointment. Please let us know in advance if you will be bringing a support person.

**When you come, please arrive 15 minutes early to the ground floor lobby closest to Marietta Avenue and ring the suite 11 doorbell.** Have a seat in the lobby and I will be out to greet you shortly.

You are taking an important step toward your wellness, and we look forward to working with you. Please do not hesitate to call our office with any questions or concerns you may have.

Sincerely,



Catherine Minnerly, BSW  
Mental Health Worker