Skylight Psychiatry
Private Autism and ADHD Services

# Your ADHD assessment journey

*A guide to what happens, from your first enquiry to your feedback appointment*

Thank you for choosing Skylight Psychiatry. We know that reaching out for an assessment can feel like a big step, so this guide sets out exactly what to expect at each stage, what we need from you, and what you'll receive from us. If anything is unclear, your named coordinator is there to help. When you're ready to book your assessment, we'll send you a payment request. From your payment date, you'll have 14 days to request a full refund, no questions asked, and your assessment can go ahead once this 14-day window has passed.




*Your journey with us, at a glance*

> **Our promise on cost:** We're upfront about fees from the start. You'll always know what something costs before you agree to it, and there are no hidden charges along the way.

## Getting started

You can start your journey with us in a few ways:

- Reaching out to us directly yourself
- A referral from your GP
- A referral from a private psychiatrist, psychologist, or therapist
- A referral through your employer or occupational health team, with your consent
- A referral from another NHS or private service you're already in contact with

Whichever route you come through, the process from here is the same for everyone.

This pathway is for adults aged 18 and over, living in England. If you're currently in crisis or having thoughts of suicide or self-harm, please contact emergency services, call 111, or speak to your GP for urgent support in the first instance. We can still support your longer-term care, but this assessment isn't a substitute for emergency help. Please note that Skylight Psychiatry is not a crisis service; if you're experiencing a mental health crisis, please contact NHS 111 or, in an emergency, call 999.

**Stage 1**

## Getting your details on file

Once we hear from you, we'll send an acknowledgement and an information pack straight away, so you know we've received your enquiry and what happens next.

You'll then complete a short registration form covering your details, consent, and payment information. We'll also ask whether you're able to provide a copy of a GP medical summary at this point; this is entirely optional for now, your assessment can go ahead without it, but it will be needed later if you decide to explore medication (titration) following an ADHD diagnosis. As soon as your registration form is done, we'll confirm your registration and add you to our waiting list. You'll also be given a named coordinator, your single point of contact for the rest of your journey with us.

**Stage 2**

## A few questionnaires before we meet

Alongside your registration, we'll send you a set of questionnaires covering your current experiences, your childhood, and how things affect different areas of your life. As part of a thorough ADHD assessment, we also ask that someone who knows you well, for example a partner, parent, family member, friend, or colleague, completes a short informant questionnaire. This helps us understand how your experiences present across different settings and over time, and strengthens the quality and credibility of your assessment. We understand an informant isn't always available. If you're unable to provide one, just let us know; your assessment will still go ahead, and your clinician will discuss this with you during the appointment. Please note that your clinician may still ask for an informant questionnaire before confirming a diagnosis.

Alongside your other pre-screening questionnaires, you'll also be asked to complete QbCheck, a short computer-based task taking around 30 minutes, online before your appointment. It adds objective data alongside your questionnaires and interview, but it isn't a test you can pass or fail on its own, and it doesn't decide your outcome by itself.

These take some time to complete, so the sooner they're done, the sooner we can offer you an appointment. If you're finding them difficult for any reason, including literacy, language, or a sensory or cognitive difference, let your coordinator know. We can arrange support, and formats such as Easy Read or large print are available on request.

> **Please note:** Doing your best with these questionnaires in good time helps us see you sooner, but an incomplete questionnaire on its own will never be a reason to delay or decline your booked assessment.

**Stage 3**

## Choosing what works for you

Once your questionnaires and QbCheck are complete and you're ready to book, we'll send you a payment request. From your payment date, you'll have 14 days to request a full refund, no questions asked, and we'll book your assessment appointment for the next available slot once this 14-day window has passed. You can choose a virtual appointment by encrypted video, or an in-person appointment at one of our clinics across England. Both are equally valid clinically, though fees differ slightly between the two, and we'll always confirm the cost with you before you book.

You'll receive a booking confirmation with your video link (for virtual appointments) straight away, followed by a reminder 48 hours beforehand, including anything you'll need to bring, such as photo ID.

**Stage 4**

## Meeting your clinician

Your assessment is a thorough, one-to-one conversation with a qualified clinician, lasting up to 90 minutes. Your clinician draws on your questionnaires, your QbCheck results, your informant's input (where available), and a structured clinical interview. We take into account how ADHD can present differently depending on gender, culture, and life experience, and consider conditions that often occur alongside ADHD, such as anxiety, autism, or the impact of past experiences, as part of a thorough, individual assessment.

With your consent, we use an approved AI system to help your clinician with note-taking during the appointment, so they can focus on you rather than on typing. Your clinician reviews and approves everything before it becomes part of your record.

At the end of most appointments, your clinician will talk through the outcome with you there and then. Occasionally, we may need a little more time, for example if we're waiting on further information, or want to discuss a complex presentation with our wider clinical team before reaching a conclusion. If that happens, we'll always explain why, and let you know what to expect and when.

**Stage 5**

## Your report and next steps

Please note that a private assessment does not guarantee a positive diagnosis of ADHD.

If you're diagnosed with ADHD, your clinician will also give you a brief ADHD information booklet to take away at the end of your appointment, alongside a clear explanation of your diagnosis and what it means for you.

Within 10 working days of your assessment, we aim to send you your full written report, a plain-English summary, and a letter for your GP. Occasionally we will require additional information in order to reach a diagnostic decision, this could delay you receiving your full outcome report. We will keep you informed if this is the case. If your assessment identifies ADHD, we'll also offer you a workplace adjustments letter, and provide information on what to consider next, including medication and other forms of support. You're never rushed into a decision. Take the time you need to read your report before deciding what, if anything, you'd like to do next.

If the assessment doesn't identify ADHD, you still receive a full diagnostic outcome report and your clinician will still give you a clear, meaningful account of your presentation and next steps, and you always retain the right to request a second opinion.

**Stage 6**

## Titration, shared care, and beyond

If you'd like to explore medication following an ADHD diagnosis, you can request a titration appointment at any time, there's no pressure to decide straight away. We aim to offer your titration appointment within 2 to 4 weeks of your assessment, and this is offered virtually. Before your titration appointment goes ahead, we'll need a full copy of your GP medical summary; if you haven't already provided this, your coordinator will help you arrange it. A full eligibility check happens at your first titration appointment, before anything is prescribed. Where cardiovascular risk factors are identified, a cardiology review may be needed before medication can start, which can carry its own additional cost.

Where possible, we aim to hand ongoing prescribing back to your GP through a shared care arrangement once your medication is settled. If your GP is unable to accept this, we're happy to continue prescribing privately, though this carries an additional cost for the appointments themselves. Please also note that the cost of the medication itself, dispensed by the pharmacy, is separate from Skylight's fees and is your responsibility either way.

In order to support with you medication titration, your clinician will ask you to provide blood pressure (BP) readings. Many GP waiting rooms and pharmacies have BP machines you can access for free. You can also purchase these online to take your readings at home.

## Helpful resources

Wherever you are in your journey, these organisations offer further information, peer support, and lived-experience resources:

- ADHD UK (adhduk.co.uk)
- ADHD Foundation (adhdfoundation.org.uk)
- CHADD (chadd.org)
- NHS ADHD information pages

## Understanding your fees

Payment is required in full once you're ready to book your assessment, and always before your appointment. All fees below exclude VAT.

| Assessment | Virtual | In person |
|---|---|---|
| ADHD Assessment | £990 | £1,200 |
| ADHD Titration appointment (20 minutes) | £180 | Virtual only |

If you need something beyond your standard assessment, such as an extra letter, the following may apply. We'll always confirm the cost and get your agreement before providing any of these:

| Additional item | Fee |
|---|---|
| Consultant medical letter | £100 |
| Non-consultant clinician medical letter | £75 |
| Blue Badge / PIP form | £75 |
| Short statement (non-consultant) | £50 |
| Travel letter (non-consultant) | £25 |
| Repeat prescription (only if your GP is unable to accept shared care) | This is £30 per prescription and additional fees from the pharmacy |

If you need to cancel please give us more that 24hrs notice. If you give us less than 24hrs notice, or you don't attend an appointment, we will retain 50% of your paid fee. This is set out in full in your Terms and Conditions, which you'll be asked to accept when you register.

Skylight Psychiatry does not provide medicolegal reports or letters. Where a cardiology review is needed before medication can start, this may carry its own additional cost, confirmed with you in advance.

> **No hidden costs:** You will never be charged for something without being told the cost and agreeing to it first.

## Terms and conditions

This guide is a friendly summary of what to expect. It doesn't replace our full Terms and Conditions, which set out the formal basis on which we provide your care, including payment, cancellation, and data protection terms. You'll be asked to read and accept these when you register, and a copy is always available from your coordinator or on our website.

## Getting in touch

Your named coordinator is your first point of contact throughout your journey with us. If they're unavailable, a second coordinator will always be on hand to help. You can reach the team through the contact details in your information pack.

We welcome your feedback at every stage, and if you're ever unhappy with something, we want to hear about it. Details of our complaints process are included in your information pack.