



Intake Process Flowchart

Parent phone call & tour of the facility



Parent completes general application and sends it to the intake coordinator along with a copy of insurance card and diagnostic evaluation



Eligibility and benefits check with insurance company completed by Cardinal staff



After eligibility check is completed and approved, Cardinal staff complete a request with your insurance company for an initial assessment to be conducted



Your child will receive an initial assessment with a Board Certified Behavior Analyst (BCBA) in the clinic or in your home depending on where services will be delivered



The BCBA creates a treatment plan based on the results of the initial assessment and will send it to the family within 2 weeks of the initial assessment



After family approval, the BCBA will contact your insurance provider for ABA service authorization



1-2 Registered Behavior Technicians (RBT) and a BCBA will be assigned to your child and treatment can begin