

Fill out this pad and fax it to the clinic you are referring to. First visit typically within two to three weeks, with a structured note back in your chart after the visit. The patient stays your patient.

STEP 1 · CHOOSE A CLINIC AND FAX THIS FORM

☐ MA – Danvers

Secure fax (844) 689-3306

Phone (978) 850-3914

Mon–Fri, 9am–6pm ET · 99 Conifer Hill Drive, Danvers, MA 01923

☐ CA – Bay Area

Secure fax (844) 689-7419

Phone (669) 291-2202

Mon–Fri, 9am–6pm PT · 2520 Samaritan Dr, Suite 201B, San Jose, CA 95124

STEP 2 · REFERRING PROVIDER

Your name

Practice name

Direct phone

Email

STEP 3 · PATIENT YOU ARE REFERRING

Patient's name

Best phone for the patient or their caregiver

Anything we should know? (urgency, language preference, caregiver context)

What happens next: we call the patient within one business day to schedule, and you get a structured note back in your chart after the visit.

Please do not include MBI, full DOB, or clinical notes here. We capture those on a HIPAA-compliant intake call.

Prefer email or online? referrals@mindspan.co · mindspan.co/providers/refer · Covered by Medicare, Medicaid, and many health plans.