

# Referral to Thomas E. Cook Counseling Center at Virginia Tech

*Please see the below request for services at Thomas E. Cook Counseling Center. Please note that referrals should not be sent for individuals in acute crisis that require inpatient admission or crisis stabilization. Thomas E. Cook Counseling Center does not assume treatment for individuals referred until intake assessment.*

*Fax completed form with Release of Information and Treatment Summary to: 540-231-2104*

Name of Provider and Agency requesting referral: \_\_\_\_\_

Phone Number of Provider and Agency: \_\_\_\_\_

Address of Provider and Agency: \_\_\_\_\_

**Re:** Full name and pronouns of Individual being referred: \_\_\_\_\_

Phone Number **and** VT Email Address of Individual being referred: \_\_\_\_\_

Virginia Tech Student ID Number of Individual being referred: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

**Please indicate what type of services you are providing for the individual you are referring:**

- |   |                                    |
|---|------------------------------------|
| <input type="radio"/> Individual Counseling | <input type="radio"/> Psychiatry   |
| <input type="radio"/> Group Counseling      | <input type="radio"/> Primary Care |
| <input type="radio"/> Assessment            | <input type="radio"/> Other _____  |

**Type of Service requested from Cook Counseling Center:**

- Individual Counseling (typically every 2-3 weeks)
- Group Counseling
- Psychiatry

**In order for us to process this request, please include a Release of Information and a treatment summary with this form. Forms received without a Release or Treatment Summary will not be processed.**

*By signing this form, I confirm that I have discussed this referral with the individual above and they have agreed for Thomas E. Cook Counseling Center to contact them to discuss the referral.*

*If you have urgent concerns related to this referral, please contact Thomas E. Cook Counseling Center at 540-231-6557 and ask to speak with the psychiatry nurse for psychiatry referrals or the Assistant Director for Clinical Services for counseling referrals*

Signature of Provider: \_\_\_\_\_

Date of Referral: \_\_\_\_\_

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### **Internal processing information**

Date Referral was received: \_\_\_\_\_ Received by: \_\_\_\_\_

Responded to by (provider name and date): \_\_\_\_\_

- |   |   |
|---|---|
| <input type="radio"/> Contacted the Referral source | <input type="radio"/> Contacted the Individual Referred |
|---|---|

## Thomas E. Cook Counseling Center Virginia Tech

Main number: 540-231-6557

Fax: 540-231-2104

220 Gilbert Street, Suite 2400  
Blacksburg, VA 24060

*All currently enrolled Virginia Tech undergraduate and graduate student who have paid the Student Health Fee are eligible for services at Cook Counseling Center. Spouses / partners (who are not enrolled VT students), other family members, faculty, staff, or alumni are not eligible. Students are not eligible in the semesters following medical withdrawal (academic relief) or in semesters that they are away from VT on academic or disciplinary suspension.*

**Cook Counseling Center** has expanded our services and options to allow for a flexible, multi-faceted approach to meet the emerging and varying needs of students.

The **Cook Connect Model** is designed to provide students with tailored planning, more support options, and faster response. We have designed our services so that students can be seen as quickly as possible to discuss what is going on and what services inside and outside of Cook can help holistically address their needs.

Students begin by calling to schedule a **Cook Connect Session**.

- At this brief appointment, the clinician will listen for student concerns, discuss available resources, and collaboratively develop recommendations that provide support. Clinicians will also discuss how students can follow up or return if needed.
- **Services at Cook:** campus outreach and prevention education, support groups and workshops, referrals to off campus providers or campus offices, brief and focused individual therapy, group therapy, and psychiatric services.
  - *As a counseling center in a university setting, service availability often depends on the time of the semester. Groups typically close after filling by mid-semester and individual services may pause prior to or during semester breaks.*

**Community providers can refer students to Cook Connect for therapy or psychiatric services.**

- Off campus providers should send the **Thomas E. Cook Counseling Center Referral Form**, a **Release of Information** and a **Treatment Summary** to (FAX) 540-231-2104.
- Psychiatry referrals for ADHD medication require full educational testing *prior to referral*.
- Cook Counseling Center will respond to referral requests by attempting to contact the individual referred two times. The referring provider will be notified of the outcome of the referral.

**Specialized services including but not limited to:** Emotional Support Animal letters, ADHD testing, disability or military evaluations, weekly or long-term individual therapy or intensive outpatient services are outside the scope of Cook Counseling Center. Cook providers will assist with connection to these resources.

**Crisis support is always available by calling the main number: 540-231-6557 or by calling ACCESS at 540-961-8400**

