

Forms! It's school, camp and sports form season!

- If your child has an upcoming well visit or sports physical, *please bring any forms to the visit* (do NOT send in advance). Please have all parent sections completed! This is the optimal time to get your forms completed and most efficient.
- Any forms needed outside of an in-office visit should be submitted via portal. This helps keep an electronic trail of your form and avoids any loss of paperwork!
 - Please see our [CAP Patient Basics](#) to learn how to upload to portal via desktop or mobile.
 - Please have all parent sections completed and upload as a PDF (not JPG).
 - Medication forms - Please write the name of the medication(s) whether prescription or over the counter.
 - Upload forms specific to each child in your family (not multiple siblings to one child's chart).
 - Your child must have had a physical in the last 365 days for form completion. VHSL forms must have a physical or sports physical AFTER May 1, 2024 for the next school year.
 - Turnaround time is typically 5-7 business days via encrypted email. We are flooded with forms, often with multiple for each child. Forms submitted after 7/31/24 may not be completed before the school year unless at your child's actual well visit in the office.
 - Charge is \$15 per separate form.
 - Commonly used forms are also available on our [website](#).
- If you are having difficulty uploading forms to the portal, you may email your form to forms@capitalareapediatrics.com