

**Charité - Universitätsmedizin Berlin  
Invitation and response process  
for children's early diagnosis examinations**

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**Invitation for early diagnosis examination**

Berlin,

Dear parents,

We are sending you this letter to remind you of the early diagnosis examination for your child .....

The **early diagnosis examinations** are intended for early detection of children's developmental disorders and symptoms of disease. The times of the early diagnosis examinations have been coordinated to allow for the fact that some disorders and diseases can only be detected after a certain age. The chances to heal or at least alleviate developmental disorders and diseases are significantly improved if they are detected and treated at an early stage. The necessary aid should be initiated before there is a noticeable deficit especially for disorders that will play a part in academic success.

**So: Please take advantage of all early diagnosis options for the welfare of your child!**

**Berlin's law for the protection and welfare of children** has been effective since the beginning of the year. On this legislative basis, parents who have missed an early diagnosis examination for their child will be reminded in writing so that all children take part in these early diagnosis examinations. We have not received a notification for your child's participation in the above early diagnosis examination from a paediatrician by ..... We would like to remind you now to make up for this examination.

**You have until ..... to complete the examination in the interest of your child.**

Please talk to your paediatrician to schedule an examination for your child.  
Please bring the following to the examination:

- yellow booklet with the barcode labels,
- vaccination card,
- health-insurance card.

Your health insurer will assume the costs for the examination if they are completed within the time allotted for them (see also the cover of your yellow booklet). Past this time, your paediatrician can offer free examinations up to a specific tolerance limit. If your paediatrician cannot offer you an appointment during this allotted time, you can contact Youth Health Services (Kinder- und Jugendgesundheitsdienst - KJGD) of your district directly at this phone no. ....

If you have completed the above examination in the meantime, please disregard this letter.

We will inform the Youth Health Services (Kinder- und Jugendgesundheitsdienst - KJGD) of your district if we do not receive a notification from a paediatrician before the above deadline expires. The KJGD will then contact you and remind you of the necessary examination for your child in a personal conversation. In this case, they will offer you a house call and also counselling and support, if necessary.

**We wish you and your child all the best for the future!**

Your central office team

You can view the "Berlin law for the protection and welfare of children" on the Internet:  
**<http://www.berlin.de/kinderschutz>**