Hello!

Thank you for your interest in services at the UNC STEP Community Clinic – Wake Offices.

The following criteria must be met in order to receive services at Wake STEP:

\*Wake County resident

\*18 years old or older

\*Diagnosis of bipolar disorder, schizoaffective disorder, or schizophrenia

In order for us to begin review of your referral, we need the following items:

-**Fully completed referral form**, including full name, address, and valid contact number

-**Medical records from your most recent and/or current mental health provider/inpatient facility, including most recent labs, if applicable.**

We need your records sent to us in order to begin review of your referral. You are responsible for contacting your previous or current provider to request the records to be sent to our office.

Your provider can fax your records to: **919-445-0405** OR mail to **3010 Falstaff Road, Raleigh, NC 27610.**

**If no records are received, your referral will not be reviewed and will be closed in 60 days.**

**What happens once we receive your referral form and records?**

Once we received your completed referral packet, it will be reviewed by clinic management and a determination will be made. You will be contacted via mail and/or phone with the disposition.

**What if I need services immediately?**

If you should need services from another provider, please call Alliance Health at 1-800-510-9132. If you have a mental health emergency, please call Wakebrook Crisis and Assessment at 984-974-4830 or 911 for an immediate emergency.

Thank you for your referral to our clinic and please don’t hesitate to call with any questions.

The UNC Wake STEP Team

Phone: 919-445-0350

Fax: 919-445-0405