

BIPP ONLINE CHECKLIST

Before you leave this site, please make sure that you have completed each item on this list.

1. Filled out registration form completely. All asterisk * blocks are mandatory.
2. Pick a date and time for your initial evaluation appointment.
3. **Make sure you will be able to make this appointment, because your registration fee is non-refundable.**
4. Click on the date and time you have chosen and then pay by credit card the \$35.00 Initial Evaluation fee. (The credit card you use must be in your name.)
5. Once you have received a payment made confirmation letter, please print it out and bring it with you to your Initial Evaluation Appointment.
6. Also copy and paste your online registration form to a word document and bring it with you to your appointment.
7. Your online registration is complete.
8. Before you leave the site, Download BIPP Forms:
 - a. Participation Agreement
 - b. Consent of Information Release
 - c. DV Assessment
9. Please fill these out before your appointment and bring them with you to your Initial Evaluation Appointment. Leave your signature and date blank until you arrive for your appointment.
10. To verify your income for our sliding scale session fee, you must bring one month of pay or check stubs to your Initial Evaluation Appointment.
11. Show up to your appointment on time with:
 - a. BIPP Participation Agreement, Consent of Information Release, and DV Assessment Forms already filled-out, but not signed or dated.
 - b. 1 month of paystubs,
 - c. Copy of online registration form
 - d. Confirmation of payment print out
 - e. A photo copy of your TX Drivers License or ID card and a photo copy of your SSN card. (Please bring originals to verify copies).
 - f. Photo copies of any letters or documents that mandate your completion of a Family Violence Program (BIPP). (may not apply)
 - g. Photo copy of Protective Order or Restraining Order against you. (may not apply)
12. Online Checklist is complete!