Elmenhurst Chiropractic Clinic

FINANCIAL CONSULTATION

Primary Insurance _____ ID#_____ Group #_____ Subscriber_____

Subscriber ID _____Subscriber DOB _____Patient Relationship to Subscriber_____

Secondary Insurance_____ ID#_____ Group #_____Subscriber_____

Subscriber ID _____Subscriber DOB _____Patient Relationship to Subscriber_____

- ____(Pt. Initials) **OUR FEES:** All fees for services are based on the degree of complexity, the number of areas involved, and the time spent evaluating, treating, and instructing (do's & don'ts, exercises, etc.)
  Evaluation fees for new patients range from $80.00 - $379.00.
  Standard treatment fees range from $44 - $72.
  X-ray fees range from $65 - $115 for basic views of each spinal region.
  Upon request, the doctor can give you an estimate of today's charges after reviewing your history and complaints.

- _____(Pt. initials) **MISSED APPOINTMENT FEE:** The fee for a missed appointment is a minimum of $40 for a basic chiropractic follow-up visit. It will be more for longer appointment times. Please provide 24 hours notice if you need to cancel or reschedule an appointment.

- _____(Pt. initials) **DISCOUNT PLANS:** In order to participate in any discount plan offered, payment must be made at time of service.

- _____(Pt. Initials) **BILLING STATEMENTS:** Statements are generated the first Tuesday of the month and mailed out within 1-2 days. Balances over 90 days are past due and a 12% (annual) interest charge will be assessed. If required for recovery of past due accounts, you will be charged the collection and/or legal fees. A $20 fee will be charged for returned checks.

- _____(Pt initials) **GENERAL INSURANCE PAYMENT POLICY:** Your portion of the services (full amount, co-pay, deductible, etc.) Is due on the day of service. Per your insurance plan, evaluation on this day may not be covered by insurance and will be your responsibility.

  - _____(Pt initials) If your insurance covers chiropractic treatment, we will provide for your insurance company all necessary documentation, but we cannot accept responsibility for non-payment, late payment, or for negotiating a disputed claim. Your insurance policy is a contract between you and your carrier. **Even though we may have been given information by your insurance company regarding the benefits of your plan, this is not a guarantee of payment.**

  - _____(Pt initials) **<u>After 90 days, unpaid insurance claims will be converted to cash claims</u>.**

  - _____(Pt initials) We cannot reach the insurance company at this time (after hours, weekend, other). Until we can determine and discuss limitations on your plan, you will be responsible for payment on any excluded services.

- _____ (Patient initials) **3RD PARTY OR WORK INJURY:** Bills will be submitted to the **PI or L&I** insurance carrier. I understand that if the claim is denied by the insurance, I will be responsible for payment.

- **FINANCIAL AGREEMENT:** If you are unable to pay your portion of the services on each visit, we ask that you commit to making payments on a regular schedule as agreed upon below until your account is paid in full.

  I will pay_____ down today and _____ each week / month. **(Minimum $50 per month)** _____(Pt initials)

By signing this document you are authorizing us to bill and receive insurance payments related to your treatment.

Patient signature_____ Date_____

Elmenhurst Chiropractic /Lucas Chiropractic

Acknowledgement of Receipt of Notice of Privacy Practices

This form will be retained in your medical record.

NOTICE TO PATIENT

We are required to provide you with a copy of our Notice of Privacy Practices, which states how we may use and/or disclose your health information. Please sign this form to acknowledge receipt of the Notice.

Patient Name:_____ Date of Birth:_____

I acknowledge that I have **received and had the opportunity to review** the Notice of Privacy Practices on the date below on behalf of:
Elmenhurst Chiropractic / Lucas Chiropractic

I understand that the Notice describes the uses and disclosures of my protected health information by **Elmenhurst Chiropractic / Lucas Chiropractic** and informs me of my rights with respect to my protected health information.

_____ _____
Patient's Signature or that of Legal Representative *Printed Name of Patient or that of Legal Representative*

_____ _____
Today's Date *If Legal Representative, Indicate Relationship*

FOR OFFICE USE ONLY

We have made every effort to obtain written acknowledgment of receipt of our Notice of Privacy from this patient but it could not be obtained because:

- □ The patient refused to sign.
- □ Due to an emergency situation it was not possible to obtain an acknowledgement
- □ Communications barriers prohibited obtaining the acknowledgement
- □ Other (please specify):_____

_____

_____ _____
Employee Name *Today's Date*

Informed Consent for Chiropractic Treatment

TO THE PATIENT: *You have a right to be informed about your condition, the recommended treatment, and the potential risks involved with the recommended treatment. This information will assist you in making an informed decision whether or not to have the treatment. This information is not meant to scare or alarm you; it is simply an effort to make you better informed so you may give or refuse to give your consent to treatment.*

I request and consent to chiropractic adjustments and other chiropractic procedures, including various modes of physical therapy and diagnostic X-rays. The chiropractic treatment may be performed by the Doctor of Chiropractic named below and/or other licensed Doctors of Chiropractic working at this clinic or office. Chiropractic treatment may also be performed by a Doctor of Chiropractic who is serving as a backup for the Doctor of Chiropractic named below.

I have had the opportunity to discuss my diagnosis, the nature and purpose of my treatment, the risks and benefits of my chiropractic treatment, alternatives to my chiropractic treatment, and the risks and benefits of alternative treatment, including no treatment at all.

I understand that, there are some risks to chiropractic treatment including, but not limited to:

- ☐ Broken bones
- ☐ Dislocations
- ☐ Sprains/strains
- ☐ Burns or frostbite (physical therapy)
- ☐ increased symptoms and pain
- ☐ No improvement of symptoms or pain
- ☐ Worsening/aggravation of spinal conditions
- ☐ Other _____

In rare cases there have been reported complications of vertebral artery dissection (stroke) when a patient receives a cervical adjustment. The complications reported can include temporary minor dizziness, nausea, paralysis, vision loss, locked in syndrome (complete paralysis of voluntary muscles in all parts of the body except for those that control eye movement), and death.

I do not expect the doctor to be able to anticipate and explain all risks and complications. I also understand that no guarantees or promises have been made to me concerning the results expected from the treatment.

I have read, or have had read to me, the above consent. I have also had an opportunity to ask questions. All of my questions have been answered to my satisfaction. By signing below, I consent to the treatment. I intend this consent form to cover the entire course of treatment for my current condition and for future conditions for which I may seek treatment.

To be completed by the patient:

_____
print name

_____
signature of patient

_____
date signed

To be completed by the patient's representative:

_____
print name of patient

_____
print name of patient's representative

_____
signature of patient's representative

as:_____
relationship/authority of patient's representative

_____
date signed

To be completed by doctor or staff:

_____ _____
witness to patient's signature date

_____ _____
translated by date

Revised November 2013

Patient Intake – Update

Today's Date____/____/____
Name_____ Date of Birth____/____/____ SS#_____-____-_____
Address_____City_____State_____Zip_____
Please check box for preferred communication means □E-Mail_____
□ Home Phone(_____)_____-_____□Work Phone(____)_____-_____□Cell Phone(____)_____-_____
Preferred language: □ English □ Spanish □_____ Height__'___" Weight_____lbs
Ethnicity: □ Hispanic or Latino □ NOT Hispanic or Latino **Race:** □American Indian or Alaska Native
□ African American or □ Black □Asian □Hispanic or Latino □Hawaiian or Pacific Islander □White
If patient is a minor: Parent/Guardian _____ Relationship_____
Emergency contact_____ Phone_____ Physician:_____

Current Complaints	Date of Onset	Probable cause

History of Current Complaints □ None If this is a recurrent problem please describe the **initial cause**, the frequency, how you have treated in the past, and if past treatment was successful:

□ NONE For the PRESENTING CONDITION and OTHER CURRENT CONDITIONS which you are treating, please list ALL providers, treatments and outcomes

Recommended by Self / Doctor / therapist	**Treatment / Testing** PT, exercises, medications, ice, heat, x-ray, MRI, CT, labs	**Outcome** partial or temp relief, no help, etc.

□ NONE Please list any other serious illnesses or conditions which you have been diagnosed and/or treated (cancer, heart, diabetes, mental, TB, high blood pressure, high cholesterol, HIV, asthma etc.)

Condition	Date diagnosed	Treatment – if hospitalized please write **H**	Outcome

□ NONE Prescription or over the counter medications AND supplements you are currently taking

Name	Reason	Dosage	Frequency	How long	Side effects

□ NONE Please list all significant trauma (auto, lifting, fracture, dislocation, sport)

Type of trauma	Date	Body parts injured	Treatment please if hospitalized write **H**	Residual problems

□ NONE	Please list all surgeries or prostheses		
Surgery if hospitalized please write **H**	**Date**	**Surgeon & location**	**Results**

□ NONE	Please list any Allergies	
Food	**Environmental**	**Medications**

□ NONE **Family History**	Mother	Father	Sister	Brother	Grand mother	Grand father	Child
Cancer							
Heart							
Diabetes							
Kidney							
Autoimmune							
Hereditary							
Psychiatric							
Other							

WORK HISTORY

Present occupation_____ Employer_____

Job description_____□ Presently unemployed

SOCIAL HISTORY

Marital Status S M W D Sep Name of Spouse_____ No. of Children _____□ No children

Currently pregnant □Y □N □ possibly

Tobacco use: □cigarettes □cigars □smokeless ___Pk-can./day____years

□never □ non-user since _____ but when used ___Pk-can./day____years

Alcohol consumption: □ never □ rare □ daily □ _____days per week □ recovering alcoholic

Caffeine □ coffee □ tea □ soda _____cups/day Recreational drug use: □ none _____

Exercise: □ I do not exercise on a regular schedule.

My exercise consists of _____ times per week_____ for _____minutes

Stress level: currently rated (circle one) high - medium – low : major stress factors_____

Highest level of Education (circle one): Grade School, Middle School, HS, GED, Vocational School, Undergraduate College, Graduate College

Sleeping posture (circle all that apply): back – sides - stomach

THE ABOVE INFORMATION IS ACCURATE AND COMPLETED TO THE BEST OF MY KNOWLEDGE.

_____ _____ _____ _____

signature of patient date witness date

_____ _____ _____

patient's representative name printed signature of patient's representative date

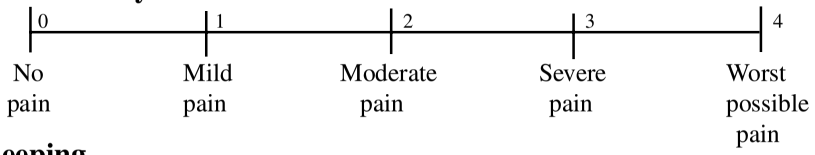
In-office review_____

Functional Rating Index

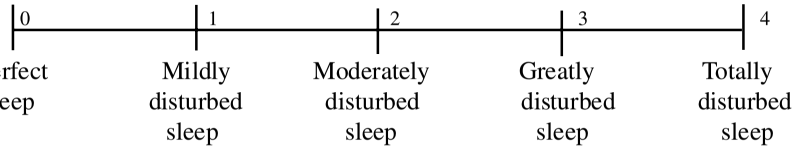
For use with **Neck and/or Back Problems** only.

In order to properly assess your condition, we must understand how much your **neck and/or back problems** have affected your ability to manage everyday activities.
For each item below, **please circle the number which most closely describes your condition right now.**

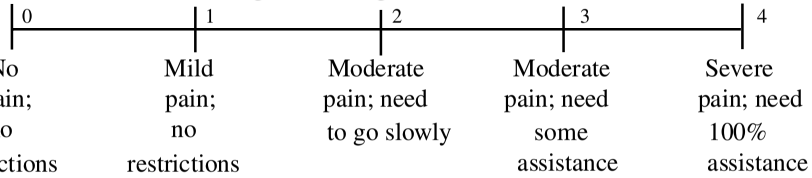
1. Pain Intensity



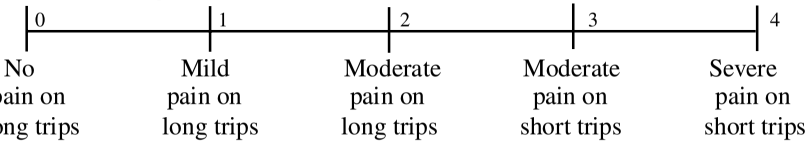
2. Sleeping



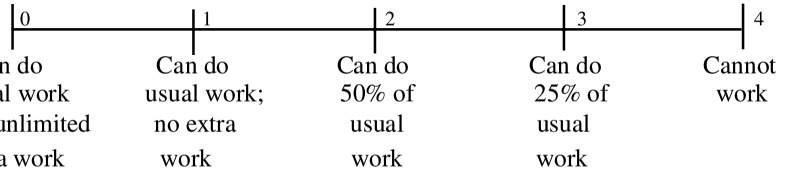
3. Personal Care (washing, dressing, etc.)



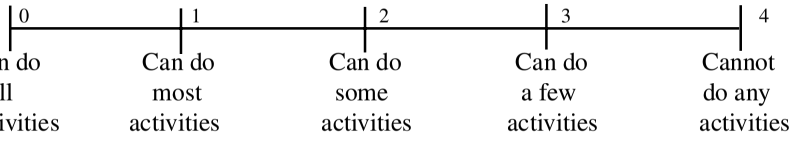
4. Travel (driving, etc.)



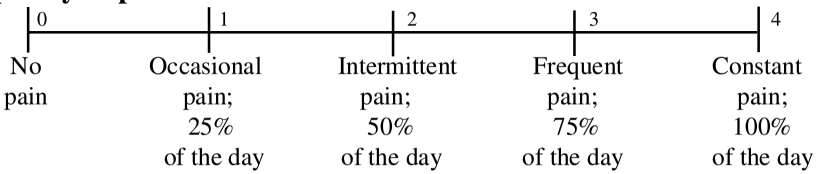
5. Work



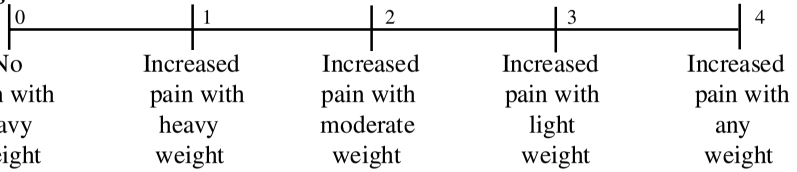
6. Recreation



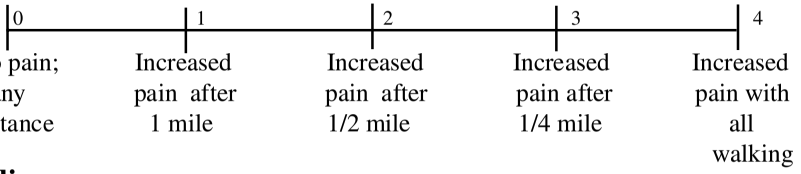
7. Frequency of pain



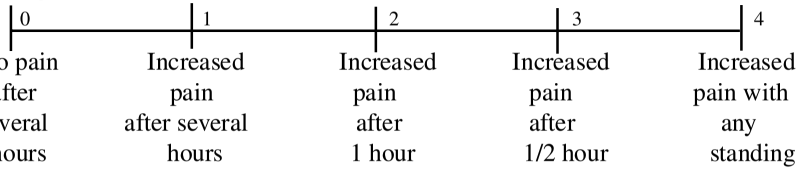
8. Lifting



9. Walking



10. Standing



Name _____
PRINTED

Total Score _____

_____
Signature

_____
Date

PAIN CHART

Name_____ DOB_____-_____-_____ Date_____-_____-_____

Please mark on the body diagrams all areas of pain, discomfort, or altered sensation, and use the key below to identify quality of each.

A = ache	**B = burning**	**E = electrical**	**S = stabbing**
P = pins & needles	**N = numb**	**O = other**	**Th = throbbing**