

Name: _____ Date: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Date of Birth: _____ Age: _____ Sex M F Email: _____

Employed by: _____ Occupation: _____

Address: _____ City: _____ State: _____ Zip: _____

Marital Status: M S D W Spouse's Name: _____ Children? Yes No Ages: _____

In case of emergency, please notify: _____ Phone: _____

Whom can we thank for referring you to our office? _____ Citysearch yelp facebook

YELLOWPAGES.COM Mailing Ins.Co. web Site The web, *what site?* _____ Other _____

If you are accepted for care, who is responsible for your bill? Self Spouse Parent

Workers Comp Auto accident / no-fault insurance Personal injury Medicare

Health Insurance Co. Name _____ Other _____

Why This Form Is Important:

As a full spectrum Chiropractic office, we focus on your ability to be healthy. Our goals are, first, to address the issues that brought you to this office, and second, to offer you the opportunity of improved health potential and wellness services in the future. On a daily basis we experience physical, chemical, and emotional stresses that can accumulate and result in serious loss of health potential. Most times the effects are gradual; not even felt until they become serious. Answering the following questions will give us a profile of the specific stresses you have faced in your lifetime, allowing us to better assess the challenges to your health potential.

Your Early Years: (birth to 17yrs) *Current research has shown that many of the health challenges that occur in our adult life have their beginnings during our childhood years, some starting as early as birth.*

	Yes	No	Unsure		Yes	No	Unsure
Did you have any serious falls as a child?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Were you vaccinated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were you involved in any car accidents as a child?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As a child, did you receive regular chiropractic care?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Were you active in youth sports?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did you have any surgery as a child?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Did you wear braces?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Did you use any medications (antibiotics, inhalers, aspirin, etc.) on an on-going basis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date of most resent auto accident / bad fall or injury							

Adult Years: (18+yrs)

	Yes	No		Yes	No
Did/ do you smoke?	<input type="checkbox"/>	<input type="checkbox"/>	Did/ do you play any adult sports?	<input type="checkbox"/>	<input type="checkbox"/>
Did/ do you drink alcohol?	<input type="checkbox"/>	<input type="checkbox"/>	Did/ do you participate in any extreme sports?	<input type="checkbox"/>	<input type="checkbox"/>
Have you been in any accidents?	<input type="checkbox"/>	<input type="checkbox"/>	On a scale from 1-10 describe your stress level. (1=none/ 10 Extreme)	<input type="checkbox"/>	<input type="checkbox"/>
Have you had any surgery?	<input type="checkbox"/>	<input type="checkbox"/>	Occupational 1 2 3 4 5 6 7 8 9 10		
			Personal 1 2 3 4 5 6 7 8 9 10		

Do you?	Yes	No
Floss daily:	<input type="checkbox"/>	<input type="checkbox"/>
Belong to health club:	<input type="checkbox"/>	<input type="checkbox"/>
Take vitamins:	<input type="checkbox"/>	<input type="checkbox"/>
Drink bottled water:	<input type="checkbox"/>	<input type="checkbox"/>

Describe your:

Diet	Excellent	Good	Poor
Exercise	Excellent	Good	Poor
Sleep	Excellent	Good	Poor
Health	Excellent	Good	Poor

Reasons for consulting office: Please briefly describe the *chief area of complaint* ****If you have no symptoms or complaints and are interested in Wellness services, please let us know.**

		Intensity Scale-1=low; 10=unbearable
1. _____	When did it start _____	1 2 3 4 5 6 7 8 9 10
2. _____	When did it start _____	1 2 3 4 5 6 7 8 9 10
3. _____	When did it start _____	1 2 3 4 5 6 7 8 9 10

How often is the pain present? Intermittent (25% or less) Occasional (26-50%) Frequent (51-80%) Constant (81-100%)

Since your problem began, is your pain? Getting better Staying the same Getting worse

How did your problem begin? Auto accident Work related Other type of accident Gradual Onset

Sudden Onset No Specific reason Please explain: _____

What makes it worse? Please check all that apply:

- Walking Standing Sitting Stairs Driving Working Moving/Exercise Sneezing/Coughing Other: _____

Medications currently taking (OTC/Prescription): _____

Were you treated for this condition previously? Yes No If yes, by whom? Chiropractor MD Physical Therapist
 Other _____ List dates, types of treatments and results: _____

Does your problem affect your ability to work or affect your routine daily activities? No effect Limited restrictions but can function Needs some assistance with daily activities Cannot work Cannot function without assistance Totally disabled

List all Surgeries, Hospitalizations, Infections, Traumas: _____

Previous Chiropractor: Yes No Dr. _____ Time under care _____ Last Visit _____
 Reason for interrupting care: _____

Other Doctors seen for this problem: MD/specialist _____ Physical Therapist Other _____
 List dates, types of treatments and results: _____

Primary Care Physician _____ date last seen _____ reason for visit _____

Check off any of the following symptoms you have ever had even if you think they are not related to your problem:

MUSCULO-SKELETAL

- Neck Pain
- Arm Pain
- Shoulder Pain
- Hand/Wrist Pain
- Mid Back pain
- Low Back Pain
- Upper Leg/Hip Pain
- Lower Leg/Hip Pain
- Ankle/Foot Pain
- Walking Problems
- Joint Pain/Stiffness/Swelling
- Arthritis
- Jaw Pain/TMJ
- Scoliosis

NERVOUS SYSTEM

- Nervous
- Numbness
- Paralysis
- Dizziness
- Forgetfulness
- Confusion/Depression
- Fainting
- Convulsions
- Cold/Tingling limbs
- High stress

GENERAL

- Fatigue
- Allergies

- Fever
- Headaches
- Diabetes
- Cancer
- Skin Conditions

GASTRO-INTESTINAL

- Poor/Excessive Appetite
- Excessive Thirst
- Frequent Nausea
- Vomiting
- Diarrhea
- Hemorrhoids
- Liver Problems
- Gall Bladder Problems

- Weight Trouble (Loss/Gain)
- Abdominal Cramps
- Gas/Bloating After Meals
- Heartburn
- Colitis
- Digestive Problems

GENITO-URINARY

- Bladder/Kidney Trouble
- Painful/Excessive Urination
- Discolored Urine

C-V-R

- Chest Pain
- Short Breath
- Blood Pressure Problem

- Irregular Heartbeat
- Heart Disease
- Lung Congestion
- Respiratory Condition
- Varicose Veins
- Ankle Swelling
- Stroke

EENT

- Vision Problems
- Dental Problems
- Sore Throat
- Earaches
- Hearing Difficulty
- Stuffed Nose

► **FEMALES ONLY: ARE YOU PREGNANT?** Yes /months _____ No When was your last period? _____
 Menstrual Irregularity Menstrual Cramps Vaginal Pain/Infection Breast Pain/Lumps

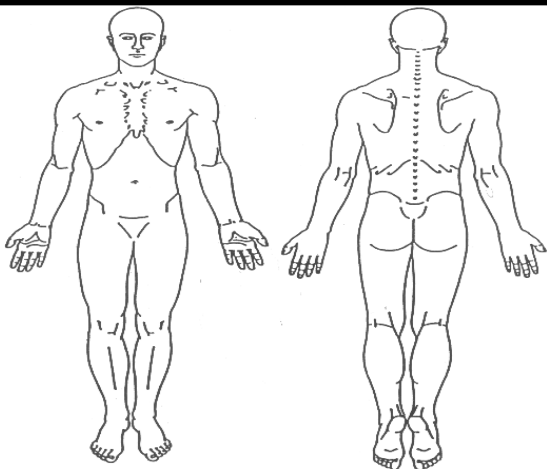
Family Health Profile: At our office we are not only interested in your health and well-being, but also the health and well-being of your family and loved ones. Please mention below any health conditions or concerns you may have about your:

- Mother _____ Sister _____ Brother _____
- Father _____ Spouse _____ Child _____

Please fill in diagram below

Using the letters below please mark on these figures the area and type of altered sensation you are experiencing.

- P = Pain T = Tingling S = Stiffness
 B = Burning N = Numbness M = Muscle Spasm



Patient signature _____ date _____

DOCTOR'S NOTES:

Recommendations: X-rays Ice/heat EMG MRI

Patient Accepted: YES NO Referred
 Doctor's Signature: _____ Date _____
 I have reviewed the information contained on this form with the patient

Chiropractic Office

INFORMED CONSENT TO RECEIVE CHIROPRACTIC CARE

The nature of chiropractic treatment: The doctor will use his/her hands or a mechanical device in order to correct vertebral and extremity subluxations. You may feel a “click” or “pop”, such as the noise when a knuckle is “cracked,” and you may feel movement of the joint. Various professionally accepted ancillary procedures, such as hot or cold packs, therapeutic exercise, neuro-muscular re-education, manual therapy, therapeutic massage or traction may also be used.

Possible risks: As with any health care procedure, complications are possible following a chiropractic adjustment. Complications could include muscle strain, ligament sprain, dislocation of joints, bone fracture, or injury to intervertebral discs, nerves or spinal cord. In extremely rare cases, cerebrovascular injury, or stroke, could occur upon severe injuries to the arteries of the neck. A minority of patients may notice stiffness or soreness after the first few days of care. The ancillary procedures could produce minor complications.

Probability of risks occurring: The risk of complications due to chiropractic treatment have been described as “rare,” about as often as complications are seen from the taking of a single aspirin tablet. The risk of cerebrovascular injury, or stroke, has been estimated at one in one million to one in ten million. The probability of adverse reaction due to ancillary procedures is also considered “rare.”

Other treatment options in lieu of Chiropractic Care that could be considered may include the following:

- **Over the counter analgesics.** The risks of these medications include irritation to stomach, liver and kidneys, and other side effects in a significant number of cases.
- **Medical care,** typically anti-inflammatory drugs, tranquilizers and analgesics. Risks of these drugs include a multitude of undesirable side effects and patient dependence in a significant number of cases.
- **Hospitalization** in conjunction with medical care adds risk of exposure to virulent communicable disease in a significant number of cases.
- **Surgery** in conjunction with medical care will complicate the condition and make future correction and rehabilitation more difficult.

I have read the explanation above of chiropractic care. I have fully evaluated the risks and benefits of undergoing chiropractic treatment. I have had the opportunity to have all my questions answered to my satisfaction. I have freely decided and choose to undergo the recommended chiropractic care, and hereby give my full consent to care and treatment.

Printed Name

Signature

Date

Chiropractic Office

TERMS OF ACCEPTANCE

At The New York Chiropractic Life Center, when a patient seeks chiropractic health care and we accept a patient for such care, it is essential for both to be working towards the same objective.

Chiropractic has only one goal, and that is to eliminate vertebral subluxations. On a daily basis, we experience physical, chemical and emotional stresses that often accumulate and result in these vertebral subluxations, which in turn can cause a serious loss of health and well-being. It is important that each patient understand both the objective and the method that will be used to attain it. This will prevent any confusion or disappointment.

Vertebral Subluxation: A misalignment of one or more of the 24 vertebrae in the spinal column which causes alteration of nerve function and interference to the transmission of mental impulses resulting in a lessening of the body's innate ability to express its maximum health potential. Often times, the effects of these vertebral subluxations are gradual in nature and can remain undetected until they become severe. Symptoms are usually the last things to show up in the disease process and the first to disappear as the correction begins

Adjustment: An adjustment is the specific application of forces to facilitate the body's correction of vertebral subluxation. Our chiropractic method of correction is by specific adjustments of the spine, by hand or mechanical means.

Health: A state of optimal physical, mental and social well being, not merely the absence of infirmity.

We do not offer to diagnose or treat any disease. We only offer to diagnose vertebral subluxations and associated conditions. However, if during the course of a chiropractic spinal examination, we encounter non-chiropractic or unusual findings, we will advise you. If you desire advice, diagnosis or treatment for those findings, we will recommend that you seek the services of another health care provider that specializes in that area.

Regardless of what the disease is called, we do not offer to treat it, nor do we offer advice regarding treatment prescribed by others. OUR ONLY PRACTICE OBJECTIVE is to eliminate a major interference to the expression of the body's innate wisdom. Our only method is specific adjusting to correct vertebral subluxations.

CARE CHOICES: Patients come to our office for a variety of reasons.

Crisis/Relief Care: symptomatic pain relief (patch-up care). It corrects the most recent layer of spinal or neurological damage.

Reconstructive/Corrective Care: cause of problem corrected as well as symptomatic relief (fix-up care). Concerned with corrected years of damage that occurred when there were few symptoms

Wellness/Maintenance Care: for relief and spinal correction in addition to looking forward to maintaining heightened state of wellness and vitality.

Please choose type of care that best fits your health and life style goals.

Relief care Corrective Care Wellness care I would like the doctor to select the appropriate care _____ (initial)

I understand that no guarantee of assurance will be made or has been made to the results that may be obtained. I further understand that if my care requires x-rays to be taken, the fee paid for this service is for analysis only. The actual films are the property of The New York Chiropractic Life Center. Once films are used for the purposes of care, they cannot be released. Copies may be made if necessary, at a nominal fee.

I clearly understand and agree that all fees for services rendered to me are ultimately my responsibility.

I, _____, have read and fully understand the above statements.
(please print your name). **Initial and Date** _____ / _____

All questions regarding the doctor's objectives pertaining to my care in this office have been answered to my complete satisfaction.

(signature)

(date)

Pregnancy Release:

This is to certify that, to the best of my knowledge, I am not pregnant and the above doctor and his/her associates have my permission to perform an x-ray evaluation. I have been advised that x-ray can be hazardous to an unborn child.

Date of last menstrual period: _____ **Initial and Date** _____ / _____

Consent to evaluate and adjust a minor / child

I, _____, being the parent or legal guardian of _____ have fully read and fully understand the above terms of acceptance and hereby grant permission for my child to receive chiropractic care.

(signature)

(date)

Chiropractic Office

THIS NOTICE DESCRIBES HOW CHIROPRACTIC AND MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

In the course of your care as a patient at The New York Chiropractic Life Center, we may use or disclose personal and health related information about you in the following ways:

*Your personal health information, including your clinical records, may be disclosed to another health care provider or hospital if it is necessary to refer you for further diagnosis, assessment or treatment. *Your health care records as well as your billing records may be disclosed to another party, such as an insurance carrier, an HMO, a PPO, or your employer (if they are or may be responsible for the payment of your services.) *Your name, address, phone number, and your health care records may be used to contact you regarding appointment reminders, to provide information about alternatives to your present care, or to other health related information that may be of interest to you.

If you are not at home to receive an appointment reminder, a message may be left on your answering machine. Further, you have the right to inspect or obtain a copy of the information we will use for these purposes. You also have the right to refuse to provide authorization for this office to contact you regarding these matters. If you do not provide us with this authorization it will not affect the care provided to you or the reimbursement avenues associated with your care. Under federal law, we are also permitted or required to use or disclose your health information without your consent or authorization in the following circumstances:

*If we are providing health care services to you based on the orders of another health care provider. *If we provide health care services to you in an emergency. *If we are required by law to provide care to you and we are unable to obtain your consent after attempting to do so. *If there are substantial barriers to communicating with you, but in our professional judgment we believe that you intend for us to provide care. *If we are ordered by the courts or another appropriate agency

Any use or disclosure of your protected health information, other than as described in the examples outlined above, will only be made upon your written authorization.

We normally provide information about your health care to you in person at the time you receive chiropractic care from us. We may also mail information to you regarding your health care or about the status of your account. If you would like to receive this information at an address other than your home or, if you would like the information in a different form, please advise us in writing as to your preferences. You have the right to inspect and/or copy your health information for seven years from the date that the record was created or for as long as the information remains in our files. In addition, you have the right to request an amendment to your health information. Requests to inspect, copy or amend your health related information should be provided to us in writing. We are required by state and federal law to maintain the privacy of your patient file and the health protected health information therein. We are also required to provide you with this notice of our privacy practices with respect to your health information. We are further required by law to abide by the terms of this notice while it is in effect. We reserve the right to alter or amend the terms of this privacy notice. If changes are made to our privacy notice, we will notify you in writing as soon as change in our privacy notice will apply for all of your health information in our files. Information that we use or disclose based on this privacy notice may be subject to re-disclosure by the person or persons to whom we provide the information and may no longer be protected by the federal privacy rules. If you have a complaint regarding our privacy notice, our privacy practices or any aspect of our privacy activities you should direct your complaint to: New York State Insurance Dept.

If you would like further information about our privacy policies and practices please contact: Dr. Handt, DC

Patient Authorization for appointment reminders, Sign in sheets and scheduling related matters

It is our desire for our staff to use your name, address and/or telephone number for the purpose of contacting you to remind you about scheduled appointments, re-evaluations or other appointment related issues.

The use of this information is intended to make your experience with our office more efficient and productive.

If you choose not to authorize this information use your decision will have no adverse effect on your care from Dr. Handt or your relationship with our staff.

This notice is effective as of _____ . This notice, and any alterations or amendments made hereto will expire seven years after the date upon which the record was created. My signature acknowledges that I have received a copy of this notice.

Name (Printed please)

Signature

Date

If you are a minor, or if you are being represented by another party

Personal Representative Printed

Personal Representative Signature

Date

Description of the authority to act on behalf of the patient.

This authorization may be revoked by you at any time. Revocation may be accomplished by advising us in writing of your desire to withdraw your authorization. Please allow a reasonable processing time for the change in our system to be completed.

INSURANCE POLICIES & GUIDELINES

The purpose of this letter is to let you know how our office works in the handling of your insurance claims. We do this to help eliminate any questions while informing you of all our procedures and policies in advance. This better enable us to serve your health care needs effectively and efficiently. In this way, policies can be followed as intended.

We itemize all our procedures. The reason for this is to let the insurance company personnel know exactly what was done on each visit and why. In reporting to insurance companies, we are responsible to them on your behalf to accurately inform them as to your condition, status, any complications, exacerbations, unusual circumstances, etc., that would affect your recovery. We are also responsible for letting them know how long we anticipate your care will be, and at what frequency. All this involves a tremendous amount of staff and professional time and expense. However, we do this as a service to you. It lessens your burden of having to communicate with the insurance company, it lessens the responsibility and threat regarding when insurance no longer will cover care, and it makes care easier and more enjoyable for you. All we ask is your cooperation. Our usual procedures and their cost are the recommended fees set forth by the NYS insurance guidelines and are listed separately, a copy will be provided upon request.

Because we itemize and document every procedure in accordance with insurance protocol rather than just describe what is being done as an "office visit," the charges per visit can vary depending on level of documentation & procedures per visit for the actual office visit, plus any additional charges for all special procedures performed. **For various reasons, we know that there are a lot of charges that will not be paid** by your insurance company, i.e.: maximum dollar amount limits per visit, procedures that the policy does not cover, etc. However, we still have to bill customary fees for all services we perform as required by you insurance Co. to adequately communicate with the insurance company in your best interest. It is the nature of insurance companies to question and adjust reimbursement fees.

Our experience shows that an insurance company that receives billings that describe your visit to an office as an "adjustment" or an office visit, does not understand what is being performed on that visit and why. Some have taken the position that billings sent in this generic way, without any diagnostic criteria to objectively determine what adjustment is needed on that visit, is incomplete. Insurance companies are not familiar with the principles of Chiropractic, and they look on this practice in reporting the same way they would if an MD. were to just

randomly give out shots or pills to every patient without first determining whether or not that patient actually needed anything done on that visit.

Some companies pay 100%, some pay 90%, some pay 80%, some pay 50%, some pay for x-rays but not examinations, some pay for examinations but not x-rays, some pay only for an adjustment, some pay everything BUT the adjustments. MEDICARE often pays only for 12—15 visits a year, demanding that x-rays be taken but not paying for them nor the examinations the patient must have, and the list goes on and on. We only state this so that you are aware of the practices that exist within the insurance industry.

Family care: For those patients who choose NOT to participate in our Family program, **you are responsible for your DEDUCTIBLE and all CO-PAYMENTS** do toward your patient portion that your policy demands you must pay. If you have a special financial situation that makes this difficult or impossible for you, you have only to speak to one of the staff and arrangements will be made so you can receive the care you need at a fee you can afford. We cannot, however, read minds . . . you must tell us. Then we can help you!

When you choose to participate in our Family program, any charges that your insurance company does not pay (*other than your deductible*) will NOT be billed to you. Your co pay is covered by your financial plan. We still have to report to your insurance company in a manner that informs them what is being performed, whether we are paid for it or not. **We accept only those patients we truly feel we can help regardless of condition or financial ability!!** This policy allows us to care for everybody based on THEIR NEEDS .

ANY CORRESPONDENCE THAT YOU RECEIVE FROM YOUR INSURANCE COPANY MUST BE BROUGHT TO US SO THAT WE MAY HAVE A COPY OF IT FOR OUR RECORDS (often the patient receives information that is vital to processing a claim that never finds its way to the doctor's office, such as the explanation of benefits . . . (the stub attached to a check), a scheduled independent examination, a scheduled hearing, etc. We ask that you please help us by bringing all documentation to us as soon as you receive them.

Please understand it is our purpose to obtain maximum coverage towards your care from your insurance company. In this way, we can help everybody achieve great health through chiropractic. By fully participating in the above policies, you help make this possible.

Please sign your name below indicating that you have read the above and understand it. Thank you . . .

Name (Please print): _____ Date: _____

Signature: _____ Witness: _____

Chiropractic Office

