

Please fill out the application entirely and legibly. We need all information for insurance purposes.

Name \_\_\_\_\_ Nickname \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

\*We will need to contact you both by phone & email. Please be sure to give us the best phone number to reach you\*

Date of Birth \_\_\_\_\_ Social Security \_\_\_\_\_

\*If you have Medicare, we need you to list your SSN above or provide us with the Medicare card\*

Spouse's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Your Occupation \_\_\_\_\_ Retired? Yes ☐ No ☐

### REVIEW OF SYMPTOMS

➔ Please check all that apply

- |  |  |  |  |  |
|--|--|--|--|--|
| <input type="checkbox"/> Foot Pain     | <input type="checkbox"/> Diabetes                | <input type="checkbox"/> Spinal Stenosis   | <input type="checkbox"/> Cancer                            | <input type="checkbox"/> Pinched Nerve                 |
| <input type="checkbox"/> Hand Pain     | <input type="checkbox"/> High Cholesterol        | <input type="checkbox"/> Degenerative Disc | <input type="checkbox"/> Chemotherapy                      | <input type="checkbox"/> Poor Circulation              |
| <input type="checkbox"/> Low Back Pain | <input type="checkbox"/> High Blood Pressure     | <input type="checkbox"/> Vascular Problems | <input type="checkbox"/> Arthritis in Hands                | <input type="checkbox"/> Joint Replacement             |
| <input type="checkbox"/> Neck Pain     | <input type="checkbox"/> Pacemaker/Defibrillator | <input type="checkbox"/> Leg Pain          | <input type="checkbox"/> Arthritis in Feet                 | <input type="checkbox"/> Foot Surgery                  |
| <input type="checkbox"/> Foot Numbness | <input type="checkbox"/> Herniated Disc          | <input type="checkbox"/> Plantar Fasciitis | <input type="checkbox"/> Implanted Cord/Bladder Stimulator | <input type="checkbox"/> Poor wound healing            |
| <input type="checkbox"/> Hand Numbness | <input type="checkbox"/> Bulging Disc            | <input type="checkbox"/> Morton's Neuroma  | <input type="checkbox"/> Sciatica                          | <input type="checkbox"/> Excessive thirst or urination |

### PRESENT HEALTH CONDITION

➔ In order of importance, list the health problems you are most interested in getting corrected:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

➔ List approximately how long you have noticed these problems:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

➔ Is there a certain time of day any of these problems are better or worse?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

➔ List the things you have used for these problems:

Gabapentin Neurontin Lyrica Cymbalta  
Physical Therapy Pain Medications Aleve  
Tylenol Ibuprofen Motrin Chiropractic  
Massage Therapy Injections Creams

➔ Is your balance/walking ability affected?  
If yes, please describe:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

➔ What do you think is causing your problem?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of all doctors you have seen for these problems and treatment you received:

\_\_\_\_\_

➔ **Have your symptoms:** ☐ Improved ☐ Worsened ☐ Stayed the same

List anything that makes your condition worse \_\_\_\_\_

List anything that makes your condition better \_\_\_\_\_

➔ **How would you describe the symptoms? Please check ALL that apply**

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Aching Pain   | <input type="checkbox"/> Numbness            | <input type="checkbox"/> Hot Sensation   | <input type="checkbox"/> Cramping        |
| <input type="checkbox"/> Stabbing Pain | <input type="checkbox"/> Tingling            | <input type="checkbox"/> Throbbing Pain  | <input type="checkbox"/> Swelling        |
| <input type="checkbox"/> Sharp Pain    | <input type="checkbox"/> Pins & Needles Pain | <input type="checkbox"/> Dead Feeling    | <input type="checkbox"/> Burning         |
| <input type="checkbox"/> Tiredness     | <input type="checkbox"/> Heavy Feeling       | <input type="checkbox"/> Cold Hands/Feet | <input type="checkbox"/> Electric Shocks |

➔ **Is this condition interfering with any of the following?**

- |  |                                  |   |
|--|----------------------------------|---|
| <input type="checkbox"/> Sleep                   | <input type="checkbox"/> Work    | <input type="checkbox"/> Daily Activities |
| <input type="checkbox"/> Recreational Activities | <input type="checkbox"/> Walking | <input type="checkbox"/> Standing         |

#### SOCIAL HISTORY

**Do you smoke?** Yes ☐ No ☐ If yes, how many cigarettes daily? \_\_\_\_\_

**Do you drink?** Yes ☐ No ☐ If yes, how many drinks per week? \_\_\_\_\_

**Do you exercise regularly?** Yes ☐ No ☐ If yes, please describe type & how often: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

#### CURRENT PAIN LEVELS

➔ **How would you rate your pain in the last week?**

NO PAIN    **1**    **2**    **3**    **4**    **5**    **6**    **7**    **8**    **9**    **10**    WORST PAIN POSSIBLE

➔ **If you had to accept some level of pain after completion of treatment, what would be an acceptable level?**

NO PAIN    **1**    **2**    **3**    **4**    **5**    **6**    **7**    **8**    **9**    **10**    WORST PAIN POSSIBLE

## PREVIOUS HEALTH HISTORY/HEALTH

This is a confidential record of your medical history and pertinent personal information. The doctor reserves the right to discuss this information with medical and allied health professionals per the informed consent. Copies of this record can only be released by your written authorization, unless you sign here indicating that we can release copies by your verbal request.

**Name** \_\_\_\_\_ **Signature** \_\_\_\_\_

Please give name, address, and office phone number of your primary care physician.

**Name** \_\_\_\_\_ **Phone** \_\_\_\_\_ **Address** \_\_\_\_\_

When were you last seen there?

\_\_\_\_\_

May we send them updates on your treatment/condition? Yes ☐ No ☐

List ALL allergies/sensitivities to medication, food, and other items here:

**Item you react to:**

**Reaction:**

_____	_____
_____	_____
_____	_____
_____	_____

List the prescription drugs you are currently taking (or you may attach a list):

**Name**

**Dose (mg or IU)**

**Times Daily**

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

List all nutritional supplements (vitamins, herbs, homeopathics, etc.) as above:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



## PRACTICE INFORMATION HERE

### Patient Quality Of Life Survey

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Please take several minutes to answer these questions so we can help you get better.  
(Please circle as many that apply)*

- 1 How have you taken care of your health in the past?
  - a. Medications
  - b. Emergency Room
  - c. Routine Medical
  - d. Exercise
  - e. Nutrition/Diet
  - f. Holistic Care
  - g. Vitamins
  - h. Chiropractic
  - i. Other (please specify): \_\_\_\_\_
- 2 How did the previous method(s) work out for you?
  - a. Bad results
  - b. Some results
  - c. Great results
  - d. Nothing changed
  - e. Did not get worse
  - f. Did not work very long
  - g. Still trying
  - h. Confused
- 3 How have others been affected by your health condition?
  - a. No one is affected
  - b. Haven't noticed any problem
  - c. They tell me to do something
  - d. People avoid me
- 4 What are you afraid this might be (or beginning) to affect (or will affect)?
  - a. Job
  - b. Kids
  - c. Future ability
  - d. Marriage
  - e. Self-esteem
  - f. Sleep
  - g. Time
  - h. Finances
  - i. Freedom

5 Are there health conditions you are afraid this might turn into?

- a. Family health problems
- b. Heart disease
- c. Cancer
- d. Diabetes
- e. Arthritis
- f. Fibromyalgia
- g. Depression
- h. Chronic Fatigue
- i. Need surgery

→ How has your health condition affected your job, relationships, finances, family, or other activities? Please give examples:

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→ What has that cost you? (time, money, happiness, freedom, sleep, promotion, etc.) Give 3 examples:

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→ What are you most concerned with regarding your problem?

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→ Where do you picture yourself being in the next 1-3 years if this problem is not taken care of? Please be specific

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→ What would be different/better without this problem? Please be specific

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→ What do you desire most to get from working with us?

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→ What would that mean to you?

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# Paun Family Chiropractic and Wellness, P.C.

## Financial Policy

Effective Date: December 2014

It is our office policy that payment for services rendered is ultimately the responsibility of the patient, whether or not you have third party assistance with your financial obligation. We are happy to extend a payment plan to you so that you can follow through with all the care you may require.

All patient fees are expected at the time of service or according to a preset payment plan or program. Personal balances may not exceed \$300 unless on a pre-arranged payment plan. Payment plans are available to ensure you are able to receive all the care you may require.

For your convenience, this office accepts cash, checks, and the following credit cards: Visa, MasterCard, Discover, and Care Credit.

This office participates in a discount medical plan organization (DMPO) and offers discounted fees to uninsured, underinsured, or partially insured patients who are members. We will assist you in learning more about this should you wish to access these discounted fees.

This office does not turn away any patient due to their ability to pay. If you feel you might qualify for our financial hardship policy, notify the office immediately so we can begin your qualification process.

Should payment be refused by your bank for any check written, this office will charge a fee of \$25.70 or 5% of check amount (whichever is greater) to offset the charges we will incur as a result of the returned check.

Any balance left unpaid after a period of 120 days will be assessed an interest charge of 1.5 percent per month (18% APR).

As a courtesy to our patients, this office will bill third party payers, accept assignment, and wait to be paid for some portion of our patients' financial responsibility.

The privilege of insurance assignment begins when our office receives and verifies your insurance information. Until that time, you are considered a "cash" patient and payment is expected at the time of service. As a courtesy to you, our office will pre-qualify your insurance coverage, in an effort to help you determine what coverage is available to you under your policy. We will help you make the best estimate of your coverage for the recommend services. This service is a courtesy to you and is not a guarantee of coverage.

No one can predict what an insurance company will pay for the usual and customary charges for services rendered. If we participate on your plan, you will not encounter balance billing above the stated fee schedule. If we do not participate, we will work with you to determine the amount of coverage and help estimate your responsibility.

If your insurance has not paid on an assigned bill within 90 days, you will be notified. Since we do not own your policy, we ask that you stay in communication with our office and take action with your insurance company at that time. If it remains unpaid within 120 days the balance becomes due and payable immediately and your assignment is revoked.

All patients whose treatment visitation schedule is once per month or longer will no longer be eligible for insurance assignment as this level of care is rarely covered by insurance. Our office offers numerous payment options to allow you to continue maintenance, wellness, or supportive care.

Should you discontinue care for any reason, other than discharge by the doctor, any and all balances will become due and payable at that time. If you are on a predetermined payment plan, that plan will continue to be in effect until your balance is zero.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_

Paun Family Chiropractic and Wellness, P.C.

**Join Our Email Newsletter!**

Would you like to join our Paun Wellness email newsletter to receive wellness tips, nutrition advice, office updates, and exclusive offers? (We promise never to spam or sell your email.)

☐ **Yes**

☐ **NO**

If yes, please list your email below:

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# Paun Family Chiropractic and Wellness, P.C.

## HIPAA Notice – Patient Copy

I hereby state that by signing this Consent, I acknowledge and agree as follows:

1. The Privacy Notice of Paun Family Chiropractic and Wellness, P.C. (PFCW) will be provided to me upon my request. The Privacy Notice includes a complete description of the uses and/or disclosures of my protected health information (PHI) necessary for PFCW to provide treatment to me, and also necessary for PFCW to obtain payment for that treatment and to carry out its health care operations. PFCW has further explained my right to obtain a copy of the Privacy Notice prior to signing this Consent, and has encouraged me to read the Privacy Notice prior to my signing this Consent.
2. PFCW reserves the right to change its privacy practices that are described in its Privacy Notice, in accordance with applicable laws.
3. I understand that, and consent to, the following appointment reminders or communications that will be used by PFCW:
  - a.) a postcard mailed to me at the address provided by me; and
  - b.) Telephoning my home or cellular phone and leaving a message on my answering machine or with the individual answering the phone.
4. PFCW may use and/or disclose my PHI to the third party (which includes information about my health or condition and the treatment provided to me) in order to treat me and obtain payment for that treatment, and as necessary for PFCW to conduct its specific health care operations.
5. I understand that I have a right to request that PFCW restrict how my PHI is used and/or disclosed to carry out treatment, payment and/or health care operations. However, PFCW is not required to agree to any restrictions that I have requested. If PFCW agrees to a requested restriction, then the restriction is binding on PFCW.
6. I understand that this Consent is valid for seven years. I further understand that I have the right to revoke this Consent, in writing, at any time for all future transactions, with the understanding that any such revocations shall not apply to the extent that PFCW has already taken action in reliance on this consent.
7. I understand that if I revoke this Consent at any time, PFCW has the right to refuse to treat me.
8. I understand that if I do not sign this Consent evidencing my consent to the uses and disclosures described to me above and contained in the Privacy Notice, then PFCW will not treat me.

## AUTHORIZATION FOR RELEASE OF RECORDS

Paun Family Chiropractic and Wellness, P.C. is authorized to disclose to my attorney, or his / her agent, as well as to any insurance carrier who may be liable for payment of bills and charges for services rendered to me, any information which may be acquired by examination, or other means, of my physical and mental condition; and I hereby release PFCW of any consequences thereof.

Due to Federal and State Laws we are required to safeguard your medical information including any diagnostic films (X-rays, MRI, etc). We will send any films to the physician you requested via certified mail and you will be responsible for the postage at the time of the request.

