

# Chiropractic Solutions

## What should I expect at today's exam?

### Our Objective:

The objective of our practice is to improve the health and well-being of the spine and nervous system. We accomplish this by locating, analyzing and correcting subluxations (spinal misalignments). These spinal subluxations create damage to the vertebrae resulting in disc, joint, muscle and nerve injury. The extent of injury, identified as a Phase of Subluxation Degeneration, is determined by the Initial Chiropractic Exam and is discussed at the "Report of Findings" visit.

Subluxations impact your daily life experience; reducing your emotional, physical and intellectual well-being. The longer these subluxations remain uncorrected, the more damage occurs and the longer it takes to correct. Even many of the newborn babies we care for have experienced spinal damage from the birth process.

***Our Mission is to Revolutionize our Community's Health Outcomes, Pediatric Development and Expression of Life.***

### Today's Visit:

After completing all necessary paperwork, you will be given a brief tour of our office and then escorted into an examination room by one of our team members. Once in the exam room, you will be asked to wear a gown so that the doctor can thoroughly evaluate your spine and nervous system. Females, please remove all undergarments from the waist up.

We will conduct a thorough health history, consultation, and examination to see if you are a candidate for Chiropractic care. In addition, the doctor may conduct several specialized exams depending on your case. If the doctor feels that you may benefit from care, he will recommend x-rays to confirm the presence of subluxation. *To see is to know, and to not see is, ultimately, a guess.* The doctor will not guess with your health.

Following the completion of your examination you will be asked to schedule a follow up appointment where the doctor will review the findings of your evaluation. We strongly recommend that your spouse or significant other be present at your follow up report.

*It is our intention to exceed your expectations and provide you with the highest quality of service and Chiropractic care.*

### Chiropractic Service Fees

|                      |           |
|----------------------|-----------|
| Consultation         | No Charge |
| Initial Exam         | \$50-250  |
| X-Rays               | \$50-150  |
| EMG/Thermal Scan     | \$75      |
| Progress Exam        | \$75      |
| Adjustment           | \$55      |
| Extremity Adjustment | \$55      |
| Exercise Consult     | \$55      |
| Nutritional Consult  | \$55      |

### Insurance

We are a non-participating provider for all insurance networks. If your insurance plan has out-of-network benefits, we will be happy to provide you with all of the appropriate paperwork necessary for your reimbursement. Regardless, we do require payment at the time of service. **We feel strongly that patient care should be based on clinical need and not insurance limits.**



# PEDIATRIC INTAKE & HISTORY

## PATIENT INFORMATION

Patient Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Home Phone \_\_\_\_\_  
Cell Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Sex  M  F Age \_\_\_\_\_ Birthday \_\_\_\_\_

Mother's Name \_\_\_\_\_  
Mother's Occupation \_\_\_\_\_  
Mother's Phone \_\_\_\_\_  
Mother's Email \_\_\_\_\_

Father's Name \_\_\_\_\_  
Father's Occupation \_\_\_\_\_  
Father's Phone \_\_\_\_\_  
Father's Email \_\_\_\_\_

### IN CASE OF EMERGENCY, CONTACT

Name \_\_\_\_\_  
Relationship \_\_\_\_\_  
Contact Number \_\_\_\_\_

**Who may we thank for referring you?**  
\_\_\_\_\_

## HOW CAN WE HELP YOUR CHILD?

Wellness Checkup  Other: \_\_\_\_\_  
\_\_\_\_\_

If your child is already experiencing a symptom, please describe it:

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

Has your child been treated on an emergency basis?  Yes  No

Please describe: \_\_\_\_\_  
\_\_\_\_\_

## PREGNANCY HISTORY

Did you experience any complications during your pregnancy? (check all that apply)

Back/Other Pain  Gestational Diabetes  Pre/Eclampsia  Strep B  Nausea/Vomiting  
 Pre-Term  Fatigue  Swelling  Other (please describe) \_\_\_\_\_  
\_\_\_\_\_

## BIRTH HISTORY

Type of birth (check all that apply):

Hospital  Birth Center  Home  Normal / Vaginal  Breech  
 Cesarean  Scheduled/Induced  Epidural

Problems during labor / delivery? \_\_\_\_\_  
\_\_\_\_\_

Antibiotics  Congenital Anomalies  Failure to Thrive  Jaundice  Meconium  
 Respiratory Distress  Extended Hospitalization  Other \_\_\_\_\_

## GROWTH & DEVELOPMENT

Infant feeding:  Breast  Bottle  Formula

Number of hours of sleep each night: \_\_\_\_\_ Quality of sleep: \_\_\_\_\_

At what age did the child: \_\_\_\_\_

Respond to sound: \_\_\_\_\_ Crawl: \_\_\_\_\_ Hold head up: \_\_\_\_\_

Stand: \_\_\_\_\_ Sit unsupported: \_\_\_\_\_ Walk unsupported: \_\_\_\_\_

## CHILDHOOD DISEASES, ILLNESSES & VACCINATIONS

Has your child had (check all that apply)?:

- Chicken Pox  Measles  Rubeola  
 Mumps  Rubella  Pertussis/Whooping Cough

Has your child ever suffered from (check all that apply)?:

- Allergies  Broken Bones  Digestive Issues (constipation/diarrhea)  Hypertension  Orthopedic Problems  
 Anemia  Chronic Ear Aches  Juvenile Rheumatoid Arthritis  Paralysis  
 Arm Problems  Colds/Flu  Dizziness  Poor Appetite  
 Asthma  Colic  Fainting  Joint Problems  Ruptures/Hernias  
 Back Aches  Convulsions/Seizures  Headaches  Leg Problems  Sinus Trouble  
 Bed Wetting  Delayed Speech  Heart Trouble  Neck Problems  Tuberculosis  
 Behavioral Problems  Diabetes  Hyperactivity  Neuritis  Walking Problems

Have you vaccinated your child?

- No  Yes  As scheduled  Delayed Schedule

## ALLERGIES, MEDICATIONS, SURGERIES & FAMILY HISTORY

ALLERGIES (list)

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

MEDICATIONS (list)

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

SURGERIES (list)

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

FAMILY HISTORY (list)

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

## SIBLINGS

How many children do you have? \_\_\_\_\_

Number of pregnancies: \_\_\_\_\_

Children's' Ages: \_\_\_\_\_

Are you currently pregnant?  No  Yes, I'm due: \_\_\_\_\_

Childrens' health concerns: \_\_\_\_\_

Health concerns regarding this pregnancy? \_\_\_\_\_

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

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

### Authorization for Care of Minor

I hereby authorize this clinic and its doctor(s) to administer care as they so deem necessary to my son/daughter/ward.

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



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# HIPAA Notice of Privacy Practices

**Chiropractic Solutions  
20 Speen Street, Suite 201  
Framingham, MA 01701**

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

This Notice of Privacy Practices describes how we may use and disclose your protected health information (PHI) to carry out treatment, payment or health care operations (TPO) and for other purposes that are permitted or required by law. It also describes your rights to access and control your protected health information. "Protected health information" is information about you, including demographic information, that may identify you and that relates to your past, present or future physical or mental health or condition and related health care services.

## **1. Uses and Disclosures of Protected Health Information**

### **Uses and Disclosures of Protected Health Information**

Your protected health information may be used and disclosed by your physician, our office staff and others outside of our office that are involved in your care and treatment for the purpose of providing health care services to you, to pay your health care bills, to support the operation of the physician's practice, and any other use required by law .

**Treatment:** We will use and disclose your protected health information to provide, coordinate, or manage your health care and any related services. This includes the coordination or management of your health care with a third party. For example, we would disclose your protected health information, as necessary, to a home health agency that provides care to you. For example, your protected health information may be provided to a physician to whom you have been referred to ensure that the physician has the necessary information to diagnose or treat you.

**Payment:** Your protected health information will be used, as needed, to obtain payment for your health care services. For example, obtaining approval for a hospital stay may require that your relevant protected health information be disclosed to the health plan to obtain approval for the hospital admission.

**Healthcare Operations:** We may use or disclose, as-needed, your protected health information in order to support the business activities of your physician's practice. These activities include, but are not limited to, quality assessment activities, employee review activities, training of medical students, licensing, and conducting or arranging for other business activities. For example, we may disclose your protected health information to medical school students that see patients at our office. In addition, we may use a sign-in sheet at the registration desk where you will be asked to sign your name and indicate your physician. We may also call you by name in the waiting room when your physician is ready to see you. We may use or disclose your protected health information, as necessary, to contact you to remind you of your appointment.

We may use or disclose your protected health information in the following situations without your authorization. These situations include: as Required By Law, Public Health issues as required by law, Communicable Diseases: Health Oversight: Abuse or Neglect: Food and Drug Administration requirements: Legal Proceedings: Law Enforcement: Coroners, Funeral Directors, and Organ Donation: Research: Criminal Activity: Military Activity and National Security: Workers' Compensation: Inmates: Required Uses and Disclosures: Under the law, we must make disclosures to you and when required by the Secretary of the Department of Health and Human Services to investigate or determine our compliance with the requirements of Section 164.500.

**Other Permitted and Required Uses and Disclosures Will Be Made Only With Your Consent, Authorization or Opportunity to Object unless required by law.**

**You may revoke this authorization**, at any time, in writing, except to the extent that your physician or the physician's practice has taken an action in reliance on the use or disclosure indicated in the authorization.

### **Your Rights**

Following is a statement of your rights with respect to your protected health information.

**You have the right to inspect and copy your protected health information.** Under federal law, however, you may not inspect or copy the following records; psychotherapy notes; information compiled in reasonable anticipation of, or use in, a civil, criminal, or administrative action or proceeding, and protected health information that is subject to law that prohibits access to protected health information.

**You have the right to request a restriction of your protected health information.** This means you may ask us not to use or disclose any part of your protected health information for the purposes of treatment, payment or healthcare operations. You may also request that any part of your protected health information not be disclosed to family members or friends who may be involved in your care or for notification purposes as described in this Notice of Privacy Practices. Your request must state the specific restriction requested and to whom you want the restriction to apply.

Your physician is not required to agree to a restriction that you may request. If physician believes it is in your best interest to permit use and disclosure of your protected health information, your protected health information will not be restricted. You then have the right to use another Healthcare Professional.

**You have the right to request to receive confidential communications from us by alternative means or at an alternative location. You have the right to obtain a paper copy of this notice from us,** upon request, even if you have agreed to accept this notice alternatively i.e. electronically.

**You may have the right to have your physician amend your protected health information.** If we deny your request for amendment, you have the right to file a statement of disagreement with us and we may prepare a rebuttal to your statement and will provide you with a copy of any such rebuttal.

**You have the right to receive an accounting of certain disclosures we have made, if any, of your protected health information.**

We reserve the right to change the terms of this notice and will inform you by mail of any changes. You then have the right to object or withdraw as provided in this notice.

### **Complaints**

You may complain to us or to the Secretary of Health and Human Services if you believe your privacy rights have been violated by us. You may file a complaint with us by notifying our privacy contact of your complaint. **We will not retaliate against you for filing a complaint.**

This notice was published and becomes effective on/or before **March 14, 2007.**

We are required by law to maintain the privacy of, and provide individuals with, this notice of our legal duties and privacy practices with respect to protected health information. If you have any objections to this form, please ask to speak with our HIPAA Compliance Officer in person or by phone at our Main Phone Number.

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## Health Care Information Authorization

**The following office procedures allow Chiropractic Solutions to operate in an efficient manner and allow us to support our practice members/patients with their care. By signing below you are giving us authorization to follow through with these procedures. Should you desire something not be done, place a line through anything you refuse and initial.**

- We may need to contact you by telephone at home or at work regarding appointments and other matters relating to care in this office.
- We may need to leave a message with another person (e.g. spouse, co-worker) or on an answering machine/voice mail at home or at work regarding appointments and other matters relating to care in this office.
- We routinely have mailings (including email) from our office sent to you at your home or email address.
- We acknowledge and thank everyone who refers friends or family members to our office for chiropractic care. We would like to directly thank the person who referred you and use your name.
- When you refer anyone to us, we would like to directly thank you and publicly thank you on the office bulletin board.
- We would like to be able to refer others to speak with you about your experience at Chiropractic Solutions.
- We often take and post photos of our practice members/patients in the office and in our newsletters

**You have the right to refuse any part of this authorization without affecting your care or the relationship with anyone at Chiropractic Solutions.**

**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.**

**Your signature indicates your authorization of these activities (unless crossed out and initialed). This notice is effective as of the date below and expires seven years from the date you last received services in this office.**

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|                      |                        |                       |      |
|----------------------|------------------------|-----------------------|------|
| Patient Name Printed | Patient Name Signature | Office Representative | Date |
|----------------------|------------------------|-----------------------|------|

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|                                 |                                   |                       |      |
|---------------------------------|-----------------------------------|-----------------------|------|
| Personal Representative Printed | Personal Representative Signature | Office Representative | Date |
|---------------------------------|-----------------------------------|-----------------------|------|

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## Privacy Notice Acknowledgement

**We at Chiropractic Solutions are very concerned with protecting your privacy, especially in matters that concern your personal health information. In accordance with the *Health Insurance Portability and Accountability Act of 1996 (HIPAA)*, we are required to supply you with a copy of our privacy policies and procedures. We encourage you to read this document carefully, for it outlines the use and limitations of the disclosure of your health information and your rights as a practice member/patient. If you ever have any questions or concerns regarding the use or dissemination of your personal health information, we would be happy to address them.**

**I acknowledge that I have received a copy of Chiropractic Solution's *Notice of Privacy Practices for Protected Health Information*.**

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|                      |                        |                       |      |
|----------------------|------------------------|-----------------------|------|
| Patient Name Printed | Patient Name Signature | Office Representative | Date |
|----------------------|------------------------|-----------------------|------|

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|                                 |                                   |                       |      |
|---------------------------------|-----------------------------------|-----------------------|------|
| Personal Representative Printed | Personal Representative Signature | Office Representative | Date |
|---------------------------------|-----------------------------------|-----------------------|------|