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PATIENT REGISTRATION FORM

PATIENT INFORMATION

Last Name:		First Name:		Middle Initial:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs.	<input type="checkbox"/> Miss <input type="checkbox"/> Ms.	Marital status (circle one) Single / Mar / Div / Sep / Wid	
Is this your legal name? <input type="checkbox"/> Yes <input type="checkbox"/> No		If not, what is your legal name?		(Former name):	Birthdate: / /		Age:	Sex: <input type="checkbox"/> M <input type="checkbox"/> F
Race:			Ethnicity:		Language:			
Street Address:				Social Security #:		Contact Phone #: ()		
P.O. Box:		City:			State:		ZIP Code:	
Occupation:		Employer:			Employer Phone #: ()			
How did you hear of us? <input type="checkbox"/> Website <input type="checkbox"/> Dr. _____ <input type="checkbox"/> Advertisement _____ <input type="checkbox"/> Social Media _____								
<input type="checkbox"/> Insurance Plan <input type="checkbox"/> Family <input type="checkbox"/> Friend <input type="checkbox"/> Yelp <input type="checkbox"/> Yellow Pages <input type="checkbox"/> Hospital <input type="checkbox"/> Other								
Patient's e-mail address:								
Referring Physician : _____						Tel #: _____		
Primary Care Physician (if different from above): _____						Tel:# _____		

INSURANCE INFORMATION

(Please give your insurance card to the receptionist)

Insurance guarantor:		Birthdate: / /		Address (if different from above):		Contact Phone #: ()	
Primary insurance name:							
Secondary insurance name:							
Subscriber's name:		Birthdate: / /		Patient's relationship to subscriber: <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other			

IN CASE OF EMERGENCY

Name:		Relationship to patient:		Home phone #: ()		Work phone #: ()	
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WORKERS COMPENSATION ONLY

Date of Injury:	Claim #:	Workers Compensation Insurance Carrier:		
Carrier Address:	City:	State:	Zip Code:	
Claims Adjuster:	Phone #: ()	Fax#: ()		
Attorney:	Phone #: ()	Fax#: ()		
Employer:				
Are you currently working? (please indicate part-time/full-time/light duty):				
Do you have a primary treating physician for this case?:				
Is there anything else we should know about your claim?:				

The above information is true to the best of my knowledge. I authorize my insurance benefits to be paid directly to the physician. I understand that I am financially responsible for any balance. I authorize CALIFORNIA PACIFIC ORTHOPAEDICS or insurance company to release any information required to process my claims.

Patient/Patient Guardian Signature

Date



Patient Consent

By signing this consent form, you give California Pacific Orthopaedics permission to use and disclose protected health information about you for treatment, payment and healthcare operations (except for any restrictions specified in the Form to Request Restriction). Protected health information (PHI) is individually identifiable information we create or receive. It may include demographic information relating to your physical or mental health. Protected health information may be utilized for the provision of healthcare services to you and the collection of payment for services provided. HIPAA permits the use and disclosure of PHI for treatment, payment and healthcare operations (TPO).

With this consent, California Pacific Orthopaedics may call my home or other alternative locations and leave a message on voicemail or in person in reference to any items that assist the practice in carrying out TPO, such as appointment reminders, insurance items and calls pertaining to my clinical care, including laboratory results amongst others.

With this consent I authorize California Pacific Orthopaedics to mail to my home or other alternative location any items that assist the practice in carrying out TPO (such as patient statements) as long as they are marked Personal and Confidential. In addition, I give California Pacific Orthopaedics permission to speak with the below people regarding billing issues, lab results, or any other information pertaining to my treatment and care.

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

You have the right to revoke this consent in writing except where we have already made disclosures in reliance on your prior consent. You may request to use our Authorization for Release of Information Form for purpose of requesting your revocation or you may simply send us a letter in writing.

I have read and understand the policy as outlined above. I understand that if I do not sign this form California Pacific Orthopaedics has the right to refuse me treatment unless required by law.

Signature of Patient/Legal Guardian

Relationship

Patient Name (Print)

Today's Date



Office Policy and Patient Financial Agreement

I agree that in return for services provided to me by California Pacific Orthopaedics, I will pay my account at the time of service or will make financial arrangements satisfactory to California Pacific Orthopaedics. If co-payments, deductibles, out-of-network balances, non-covered services and/or past due balances are designated by my insurance company or health plan, I agree to pay those balances directly to California Pacific Orthopaedics. I understand that if my account is delinquent, it may be turned over to a collection agency.

NON-PARTICIPATING INSURANCE ACCOUNTS

The financial obligations of patients who are insured by carriers with which the practice does not participate are considered a self-pay account. It is the undersigned's responsibility to inform the practice of any insurance coverage changes, to confirm the practice's participation and to verify eligibility prior to each visit. I understand and agree that I am individually obligated to pay the full charges of all services rendered to me by CPO if I belong to a plan in which California Pacific Orthopaedics does not participate.

SELF-PAY ACCOUNTS

Self-pay accounts are for patients who are covered by carriers with which the practice does not participate or patients without verifiable insurance on file at the time of service. I understand and agree that I am individually obligated to pay the full charges at the time of service if my account is deemed self-pay.

HMO REFERRALS & AUTHORIZATIONS

If your insurance has designated a primary care physician (PCP), you are required to have prior authorization from your PCP prior to your office visit. If the authorization is not provided, whether by yourself or through your insurance carrier, you will be asked to either reschedule your appointment or pay for your visit at the time of service.

NON-COVERED SERVICES

I understand that California Pacific Orthopaedics contracts with health care service plans (i.e. HMOs, PPOs) that relate only to items and services which are "covered" by the health care service plans. Accordingly, the undersigned accepts full responsibility for all items or services, which are determined by the health care service plans not to be covered. Examples of non-covered services include, but are not limited to, services not specified as being covered in the patient's contract with a health care service plan or in the benefit summary the health care plan furnished to the patient.

SURGERY CANCELLATION

Failure to arrive for a scheduled surgery and/or failure to cancel the surgery 5 business days prior to the surgery date will result in a missed surgery fee of \$500 for each occurrence. This fee cannot be billed to the insurance. The patient is responsible for payment. If the primary care provider has not given clearance for the surgery, the surgery scheduling coordinator at California Pacific Orthopaedics must be contacted at 415-668-8010.

RETURNED CHECKS

All returned checks will be assessed a \$35 fee for each check. This fee cannot be billed to insurance. The patient is responsible for payment.

MISSED APPOINTMENTS

Failure to arrive for scheduled appointments and/or failure to cancel appointments 24 hours prior to the appointment time will result in a missed appointment fee of \$75 for each occurrence. The missed appointment fee cannot be billed to the insurance. The patient is responsible for payment.



Office Policy and Patient Financial Agreement

MEDICAL RECORDS REQUESTS

An advance payment is required for copies of medical records, radiology images and/or radiology reports. The fee may vary depending on medical record needs. This cannot be billed to the insurance. The patient is responsible for payment.

DISABILITY FORMS

An advance payment of \$25 is required for completion of each insurance disability form (excluding California State Disability and Worker's Compensation forms). This cannot be billed to the insurance. The patient is responsible for payment.

REFUND REQUESTS

Payment overpayments will be refunded within 30 days of California Pacific Orthopaedics confirmation of the refund request.

ASSIGNMENT OF BENEFITS

I authorize the release of any medical or other information necessary to determine benefits or the benefits payable for related equipment or services to California Pacific Orthopaedics, my insurance carrier or other medical entity. A copy of this authorization may be sent to my insurance company or other entity if requested. a copy will be kept on file at California Pacific Orthopaedics.

NOTICE OF PRIVACY PRACTICES

The misuse of personal health information (PHI) has been identified as a national problem. We want to assure our patients that all employees, managers and physicians continually undergo training in how to comply with government rules and regulations regarding the Health Insurance Portability and Accountability Act of 1996 (HIPAA) with emphasis on the "Privacy Rule". We strive to achieve the highest standards of ethics and integrity in performing services for our patients.

It is our policy to properly determine the appropriate uses of PHI in accordance with the government rules, laws and regulations. As a part of the plan we have implemented a compliance program that oversees the prevention for any inappropriate use of PHI.

I have read and understand the policies as outlined above. I understand that by signing this form I am accepting financial responsibility as explained for payment for all products and services received. I understand my financial responsibility as a patient.

Signature of Patient

Date

Signature of Legal Guardian

Date/Relationship

Patient Name (print)

Date

ADULT SPINE HISTORY

NAME: _____ **DATE:** _____

EMAIL: _____

1. Why are you seeing the doctor today: _____

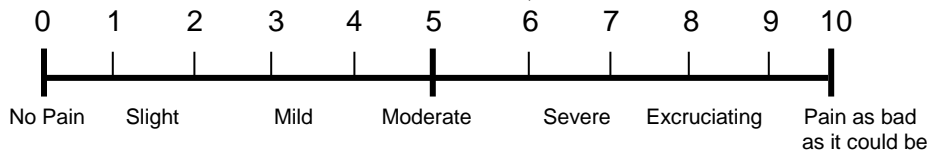
2. How long has the pain/condition been present: _____

3. Has the pain/condition worsened recently:

No Yes, how recently: _____

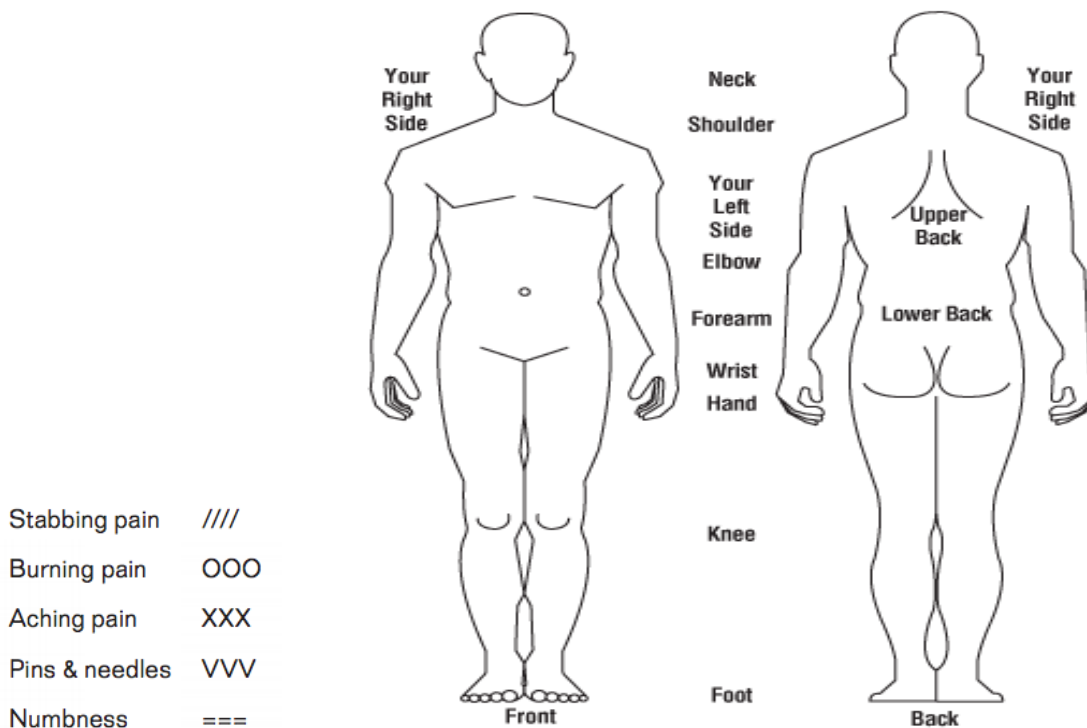
4. What started the pain/condition: _____

IF THERE IS SPINAL PAIN PRESENT, HOW WOULD YOU RATE IT?



5. Quality of the Pain: Sharp Burning Dull Aching Other: _____

6. Location of Pain/Condition:



How much of your pain is present in your Neck or Arm: Please give a percentage: (e.g. 50%)

Neck: _____ Arm and which side: _____

How much of your pain is present in your Back or Leg: Please give a percentage (e.g. 50%)

Back: _____ Leg and which side: _____

7. What makes the pain/condition better: _____

8. What makes the pain/condition worse: _____

9. Is the pain/condition:

Continuous Activity Related Night Pain Other: _____

10. Did the pain start at work: _____

11. Have you filed a worker's compensation claim: _____

12. Have you ever lost bowel or bladder control: _____

13. Do you have trouble with fine motor movements/buttons/writing/balance: _____

14. Treatments have included: No medicines, therapy, manipulations, injections, or braces

Check all that apply:

When?

Physical therapy, exercise _____

Anti-inflammatory medications _____

Massage & ultrasound _____

Narcotic medication _____

Traction _____

Manipulation _____

Tens Unit _____

Shoulder injections _____

Braces _____

Epidural steroid injections _____

How many times _____, which relieved the pain for (how long)? _____

Trigger point injections _____

How many times _____, which relieved the pain for (how long)? _____

Other _____

If you have seen other specialists or surgeons for this problem and were not happy, why?

Didn't answer my questions

Had no suggestions on what to do

Personality issues

Office staff problems

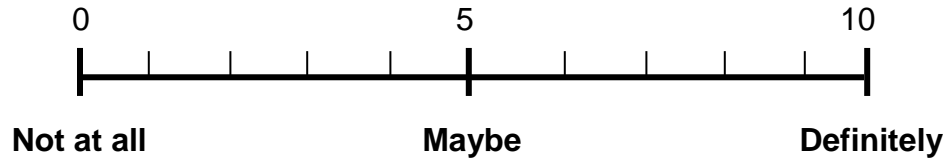
Spent too little time with me

Other _____

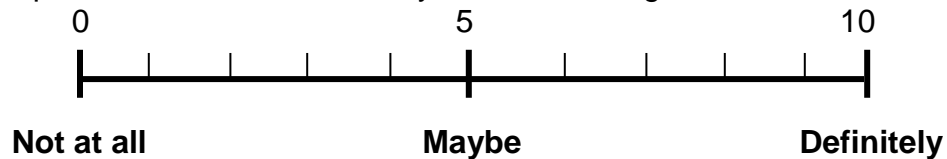
My main goal(s) today is (are) to get (check all that apply):

- Second opinion
 - Recommendation for Physical Therapy
 - Medications
 - Injection treatments
 - Surgery
 - Other _____
-

If recommended, please rate how interested you are in having **SURGERY** to treat your problem:



If recommended, please rate how interested you are in having **INJECTIONS** to treat your problem:



Please take time to review the questionnaire for completeness. Your complete medical information is very important to us! Thank you!

FOR OFFICE USE ONLY

I have read and confirmed the above information with the patient/family:

Physician Signature: _____ Date: _____



COMPREHENSIVE HEALTH HISTORY
(PLEASE USE BLUE OR BLACK INK ONLY)

Name: _____ Today's Date: _____

Date of Birth: _____ Age: _____ Height: _____ft _____in Weight: _____lbs

Primary Doctor Name and Address:

Preferred Pharmacy (Address/Phone):

PAST MEDICAL HISTORY: Check all that apply

None Apply

- Heart attack Asthma Rheumatoid arthritis Depression
- Heart failure Tuberculosis Osteoarthritis ADHD
- Abnormal heartbeat Emphysema Gout Seizures
- High blood pressure Thyroid Osteoporosis Migraine
- Stroke Stomach ulcers Cirrhosis Cerebral palsy
- Blood clots in leg Gastric reflux Hepatitis (A, B or C) Downs syndrome
- Blood clots in lung Hiatal hernia HIV/AIDS Spina bifida
- Poor circulation Kidney failure Bleeding disorder Neurofibromatosis
- High cholesterol Kidney stones Anemia MRSA

Neuropathy: Hands or Feet

Cancer: _____(type/treatment)

Diabetes: year diagnosed _____

Currently controlled with insulin oral medications diet

Other: _____

PAST SURGICAL HISTORY:

No Prior Surgery

Operation	Date	Surgeon/Hospital

Have you ever had general anesthesia? No Yes
 If YES, have you had any problems related to this? No Yes

Please explain any problems related to general anesthesia: _____

MEDICATIONS (prescribed and over the counter): *I take no medications*

Name of Medication	Dose	Reason

ALLERGIES TO MEDICATIONS: *No Allergies*

Name of Medication	Reaction (rash, swelling, stomach upset, etc.)

METAL ALLERGIES: *No Allergies* Yes _____ (List Metals)

SOCIAL HISTORY:

Work status:

Working Homemaker Unemployed Disabled Retired Student

Occupation _____

Marital Status: Single Married Divorced Widowed

Children: No Yes, How Many? _____

Do you live alone? _____ If no, who lives with you? _____

Are you currently smoking? _____ If yes, how many packs a day? _____ For how many years? _____

Have you quit smoking? If so, when did you quit? _____ How many years did you smoke? _____

How many packs a day did you previously smoke? _____ Other forms of tobacco? _____

Alcohol Use Never Rare Social Frequently (more than twice a week)
 Alcoholic Recovering Alcoholic

Illegal Drug Use Never In the past Currently Types of Drugs _____

FAMILY HISTORY: None

Mother: _____

Father: _____

Siblings: _____

REVIEW OF SYSTEMS: (in the past 30 days have you experienced any of the following?)

- | | | |
|---|---|---|
| <input type="checkbox"/> Fever | <input type="checkbox"/> Sleep apnea (snoring) | <input type="checkbox"/> Nausea |
| <input type="checkbox"/> Chills | <input type="checkbox"/> Hoarseness | <input type="checkbox"/> Vomiting |
| <input type="checkbox"/> Weight loss | <input type="checkbox"/> Cough | <input type="checkbox"/> Diarrhea |
| <input type="checkbox"/> Weight gain | <input type="checkbox"/> Trouble swallowing | <input type="checkbox"/> Constipation |
| <input type="checkbox"/> Vision changes | <input type="checkbox"/> Chest pain | <input type="checkbox"/> Hemorrhoids |
| <input type="checkbox"/> Glasses/Contacts | <input type="checkbox"/> Palpitations | <input type="checkbox"/> Stomach pain |
| <input type="checkbox"/> Hearing loss | <input type="checkbox"/> Swollen ankles | <input type="checkbox"/> Urinary difficulty |
| <input type="checkbox"/> Dizziness | <input type="checkbox"/> Shortness of breath | <input type="checkbox"/> Anxiety |
| <input type="checkbox"/> Ear pain | <input type="checkbox"/> Seasonal allergies | <input type="checkbox"/> Hyperactivity |
| <input type="checkbox"/> Nosebleeds | <input type="checkbox"/> Skin rashes | <input type="checkbox"/> Memory loss |
| <input type="checkbox"/> Toothache | <input type="checkbox"/> Swollen glands | <input type="checkbox"/> Blackouts |
| <input type="checkbox"/> Gum problems | <input type="checkbox"/> Poor appetite | <input type="checkbox"/> Headache |
- I have not experienced any of the above symptoms in the last 30 days**
- Other: _____
-

FOR OFFICE USE ONLY

I have read and confirmed the above information with the patient/family:

Physician Signature: _____ Date: _____