

Name \_\_\_\_\_ Date \_\_\_\_\_

**Confidential Patient Case History**

Please complete this questionnaire making sure your name and the date is at the top of each page. This confidential patient case history will become part of your permanent records. Thank you.

**Your demographic information**

Last Name _____	First Name _____	M.I. _____
Street _____		
_____		
City _____	State _____	
Zipcode _____		
Email _____		
Home _____	Work _____	
Cell _____	Fax _____	
Date of Birth _____		
Sex: F M		
Social Security Number _____		
Emergency Contact _____		
Home Phone _____		
Cell Phone _____		
Occupation _____		
Employer _____		
Marital Status: M S D W		
Children (Ages) _____		
Spouses name _____		

**Information about your journey to our office**

Who referred you to us? _____
How else did you hear about us? _____
Were you given accurate directions to find UHI? Yes No
How did you travel here? car, bus, train, cab, bicycle, walk
Did you find parking? Yes No
Where? Circle: Street Meter Parking Garage (location) _____

**Information about your experience with natural health care**

Have you seen a chiropractor before? Yes No
If yes, who is the doctor? _____
Where is the doctor's office? _____
If yes, what was your experience; if no, what have you heard about chiropractic?
_____
_____
Have you used natural health care before? Yes No If yes, what kind of natural health care?
_____
_____

Name \_\_\_\_\_

Date \_\_\_\_\_

**In this box, describe your main problem only**

If we could help you with **one** health **problem**, what would it be? Write you main problem/complaint here: \_\_\_\_\_

**Answer the 10 most important questions about your problem here:**

1. How many days out of the week or month do you find yourself suffering from this problem? Be specific, please. Circle one, if it applies to your problem:  
Every day. Every other day. Several (2,3,4,5,6) days per week/month.
2. How long will it last on a bad day? \_\_\_\_\_
3. How long have you been suffering with this problem/complaint? (Since what year/month)  
Be specific, please. \_\_\_\_\_
4. Have you had this or a similar condition in the past? Yes No  
If Yes, describe it here \_\_\_\_\_
5. Has the problem been getting worse over time? Yes No
6. When the problem is at its worst, exactly what does it feel like?  
\_\_\_\_\_  
\_\_\_\_\_
7. On a scale of 1-10, with 10 being the worst, how do you rate this pain right now?  
Rate the pain right now: 1 2 3 4 5 6 7 8 9 10
8. On a scale of 1-10, with 10 being the worst, how do you rate this pain in the last week?  
Rate the pain in the last week: 1 2 3 4 5 6 7 8 9 10
9. What do you do that makes this problem worse?  
\_\_\_\_\_  
\_\_\_\_\_
10. Many people tell us that their condition makes them feel older than they are. Have you experienced this? Yes No How does it make you feel? \_\_\_\_\_

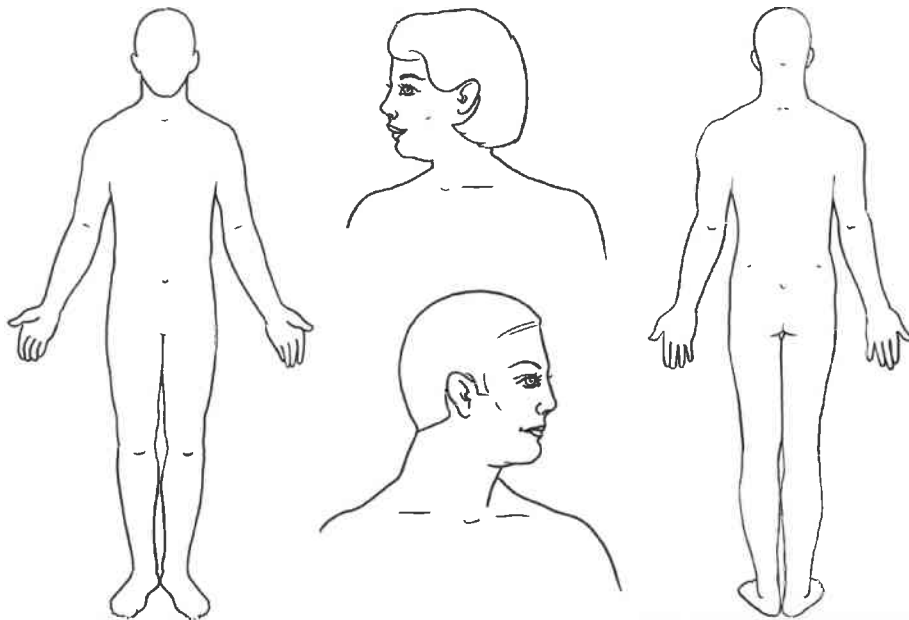
Mark the areas of your symptoms on the figures to the right. Use the following symbols to describe them:

Aches + + + + +

Numbness \* \* \* \*

Pins/Needles - - - - -

Stabbing // // // //



**Describe what caused your problem.**

Do think that a specific accident/injury/trauma caused this problem? Yes No  
If yes, what was the event? \_\_\_\_\_

Have you had any falls or accidents in the past that may have caused injury to your neck and spine, even as a child? Yes No \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

**In this box, describe how you have tried to manage this problem**

Since the time you began suffering from this problem, what, if anything, have you tried as a remedy or cure that did not work? Please circle all that apply to your main problem:

Ice, heat, rest, over-the-counter drugs, physical therapy, exercise, stretching, massage, prescription drugs, doctor advice, ignoring it, waiting, change in diet, change in habits, staying away from activities, prayer, meditation, wishing, concentrating, acupuncture, changing activities, limiting activities, sleep, nutrition.

Anything else that you have tried to do to help your problem? \_\_\_\_\_

Anything that has given you relief? Yes No If yes, what was it that gave you the most relief?

Even if you have experienced temporary relief, has anything you have tried thus far fixed your problem yet? Yes No What was it? \_\_\_\_\_

**In this box, describe how this problem is affecting you**

**Answer the following 10 important questions about your problem:**

1. What activity does this problem prevent you from doing either partially or totally, that you would really like to be doing again if you didn't have this condition? \_\_\_\_\_  
\_\_\_\_\_
2. How does this problem prevent you from doing that? \_\_\_\_\_  
\_\_\_\_\_
3. What areas of your life is it most affecting?  
Circle any that apply: My Work. My Hobbies. My Social Activities. My Sports.  
My Ability to Rest. My Family Life. My Attitude. My Financial Plan.  
My Personal Life. My Productivity. My Appetite. My interest in Others.  
My Personal Hygiene. My enthusiasm. My Ability to Concentrate. My mental state.
4. How else is it affecting you? \_\_\_\_\_
5. Has this problem affected your sleep patterns?  
Trouble falling asleep because you are uncomfortable? Yes No  
Not enough restful sleep? Yes No  
Awakening in the middle of the night? Yes No  
Waking you earlier than you would normally awake? Yes No
6. Have you become discouraged about this? Yes No
7. If you are not discouraged, does it concern you that your problem persists? Yes No  
Why does it concern you? \_\_\_\_\_  
\_\_\_\_\_
8. Are you concerned that it will not go away or get worse in the future? Yes No
9. How often are you able to keep a positive attitude?  
Circle: Most of the time Some of the time Not very often Hardly at all
10. If you don't get this problem taken care of where do you think you will be in 5 years?  
\_\_\_\_\_  
\_\_\_\_\_

**Are you ready to take care of this problem?**

Taking into consideration what you have described so far, so you feel you need to change the way you have been dealing with this problem? Yes No

On a scale of 1 – 10, ten being the highest, how would you rate your commitment to getting rid of this problem? 1 2 3 4 5 6 7 8 9 10

Is there anything preventing you from getting this problem taken care of? Please specify your concerns: \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

**Other health problems you have that have bothered you in last 6 months**

If you have any other problems/complaints, please list them here:

- #1 \_\_\_\_\_
- #2 \_\_\_\_\_
- #3 \_\_\_\_\_
- #4 \_\_\_\_\_

When was the last time you experienced the problems listed above?

- #1 \_\_\_\_\_
- #2 \_\_\_\_\_
- #3 \_\_\_\_\_
- #4 \_\_\_\_\_

Do you take any medications? Yes No

What is it?

How long have you taken this medication?

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

**General Information**

Your current weight \_\_\_\_\_ Height \_\_\_\_\_

Have you lost or gained weight in the last 6 months to 1 year? Yes No

If yes, how much? \_\_\_\_\_

Did you lose it intentionally? Yes No

Your work load is (circle):

Mental work	Heavy	Moderate	Light	_____	hours/day
Physical work	Heavy	Moderate	Light	_____	hours/day
Exercise	Heavy	Moderate	Light	_____	hours/day

Your habits (circle):

Cigarette smoking	Current	Yes	No	_____	packs/day, _____	years
	Past	Yes	No	_____	packs/day, _____	years

Alcohol use	Beer/week	_____	for	_____	years
	Wine/week	_____	for	_____	years
	Liquor/week	_____	for	_____	years

Caffeine use	Coffee/day	_____	for	_____	years
	Tea/day	_____	for	_____	years

Aspirin use	Aspirin/day	_____	for	_____	years
-------------	-------------	-------	-----	-------	-------

**Doctor Visits**

Do you have a family physician? Yes No

What is the name of your doctor? \_\_\_\_\_

Address of this doctor: \_\_\_\_\_

Do you see this doctor each year? Yes No

When is the last time you saw this doctor? \_\_\_\_\_

Are you satisfied with the care you receive from this doctor? Yes No

Do you see any specialists? Yes No

What are their names and specialties?

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

Name \_\_\_\_\_

Date \_\_\_\_\_

**Women doctor visits**

Do you have a gynecologist? Yes No  
 What is the name of this doctor? \_\_\_\_\_  
 Address of this doctor: \_\_\_\_\_  
 Do you see this doctor each year? Yes No  
 When is the last time you saw this doctor? \_\_\_\_\_  
 Are you satisfied with the care you receive from this doctor? Yes No

**Family History**

List anything that you know about the sickness, disease or death of the following relatives:

	Age if living	State of health	Age at death	Cause of death
Father				
Mother				
Sister(s)				
Brother(s)				
Grandmothers				
Grandfathers				

**Past Diagnoses**

Have you ever been diagnosed as having a disease? Yes No  
 What is it? \_\_\_\_\_  
 Have you ever been diagnosed with Cancer? Yes No  
 High or Low Blood Pressure? Yes No  
 Stroke? Yes No  
 Have you ever suffered from: Alcoholism? Yes No Drug Addiction? Yes No

**Trauma History**

Any trauma your body suffered in the past is important to helping us help you. A trauma may be obvious or non-obvious. A trauma to your body could have happened last week, ten years ago, when you were three years old or during the birth process. *Please note that body trauma is most often related to a physical event, but may also be related to a chemical event or a mental event.* This list may help you to remember (please check any that apply):

**Obvious Body Trauma**

- Car accident
- Bike accident
- Ski accident
- A bad sprain
- Sports injury or accident
- Roller-blading accident
- A fall
- Being struck with an object
- Something that made you bleed
- Recreational injury
- A violent birth process
- A childhood injury or accident
- A time when someone thought you were 'really hurt'
- Surgery, any type
- Injury while moving (home/work)

**Non-Obvious Body Trauma**

- Always sleeping in a strained position
- Sitting at a bad work-station
- Repetitive movements related to work such as mouse use, hanging head over a desk or shoulder-held phone
- Repetitive movements related to sports like tennis, golf, baseball
- Movements related to playing an instrument
- Years of small falls related to youth sports
- Repeated carrying of a heavy bag
- Long term period of being over-weight
- Pregnancy or pregnancies too close together
- Birth process with forceps or difficult birth process
- Use of a drug that caused a reaction
- Mental trauma due to death of a loved one, divorce, money, drug addiction, bankruptcy, miscarriage

Please list dates (years will suffice) of trauma to your body and include a brief description of each event.

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

# QUADRUPLE VISUAL ANALOGUE SCALE

Patient Name \_\_\_\_\_

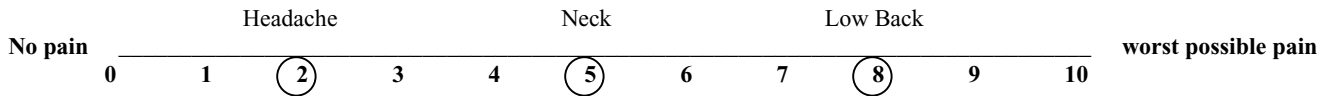
Date \_\_\_\_\_

**Please read carefully:**

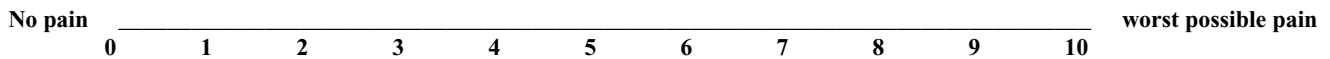
**Instructions:** Please circle the number that best describes the question being asked.

**Note:** If you have more than one complaint, please answer each question for each individual complaint and indicate the score for each complaint. Please indicate your pain level right now, average pain, and pain at its best and worst.

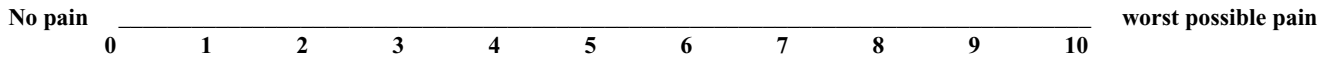
**Example:**



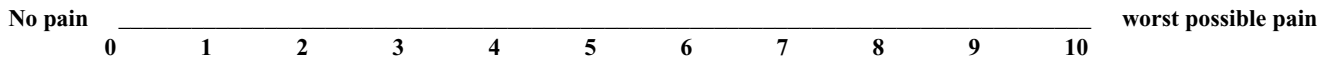
**1 – What is your pain RIGHT NOW?**



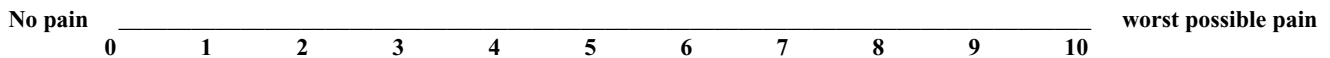
**2 – What is your TYPICAL or AVERAGE pain?**



**3 – What is your pain level AT ITS BEST (How close to “0” does your pain get at its best)?**



**4 – What is your pain level AT ITS WORST (How close to “10” does your pain get at its worst)?**



**OTHER COMMENTS:**

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

Examiner \_\_\_\_\_

Reprinted from *Spine*, 18, Von Korff M, Deyo RA, Cherkin D, Barlow SF, Back pain in primary care: Outcomes at 1 year, 855-862, 1993, with permission from Elsevier Science.

**NECK DISABILITY INDEX QUESTIONNAIRE**

Patient Name \_\_\_\_\_

Date \_\_\_\_\_

**Please read carefully:**

*This questionnaire has been designed to enable us to understand how your neck pain has affected your ability to manage everyday life. Please answer every section, and mark in each section only **ONE CHOICE** which applies to you. We realize that you may consider that two of the statements in any one section relate to you, but please just **mark the one box which most closely describes your problem right now.***

**SECTION 1 – Pain Intensity**

- A. I have no pain at the moment.
- B. The pain is very mild at the moment.
- C. The pain is moderate at the moment.
- D. The pain is fairly severe at the moment.
- E. The pain is very severe at the moment.
- F. The pain is the worst imaginable at the moment.

**SECTION 2 – Personal Care (washing, dressing, etc.)**

- A. I can look after myself without causing extra pain.
- B. I can look after myself normally but it causes extra pain.
- C. It is painful to look after myself and I am slow and careful.
- D. I need some help but manage most of my personal care.
- E. I need help every day in most aspects of self care.
- F. I do not get dressed, wash with difficulty and stay in bed.

**SECTION 3 – Lifting**

- A. I can lift heavy weights without extra pain.
- B. I can lift heavy weights but it gives extra pain.
- C. Pain prevents me from lifting heavy objects off the floor, but I can manage if they are conveniently positioned, e.g. on a table.
- D. Pain prevents me from lifting heavy weights but I can manage light to medium weights if they are conveniently positioned.
- E. I can lift very light weights.
- F. I cannot lift or carry anything at all.

**SECTION 4 – Reading**

- A. I can read as much as I want with no pain in my neck.
- B. I can read as much as I want with slight pain in my neck.
- C. I can read as much as I want with moderate pain in my neck.
- D. I cannot read as much as I want because of moderate pain in my neck.
- E. I can hardly read at all because of severe pain in my neck.
- F. I cannot read at all.

**SECTION 5 – Headaches**

- A. I have no headaches at all.
- B. I have slight headaches which come infrequently.
- C. I have moderate headaches which come infrequently.
- D. I have moderate headaches which come frequently.
- E. I have severe headaches which come frequently.
- F. I have headaches almost all the time.

**SECTION 6 – Concentration**

- A. I can concentrate fully when I want to with no difficulty.
- B. I can concentrate fully when I want to with slight difficulty.
- C. I have a fair degree of difficulty in concentrating when I want to.
- D. I have a lot of difficulty in concentrating when I want to.
- E. I have a great deal of difficulty in concentrating when I want to.
- F. I cannot concentrate at all.

**SECTION 7 – Work**

- A. I can do as much work as I want to.
- B. I can only do my usual work, but no more.
- C. I can do most of my usual work, but no more.
- D. I cannot do my usual work.
- E. I can hardly do any work at all.
- F. I cannot do any work at all.

**SECTION 8 – Driving**

- A. I can drive without any neck pain.
- B. I can drive as long as I want with slight pain in my neck.
- C. I can drive as long as I want with moderate pain in my neck.
- D. I cannot drive as long as I want because of moderate pain in my neck.
- E. I can hardly drive at all because of severe pain in my neck.
- F. I cannot drive my car at all.

**SECTION 9 – Sleeping**

- A. I have no trouble sleeping.
- B. My sleep is slightly disturbed (less than 1 hr. sleepless).
- C. My sleep is mildly disturbed (1-2 hrs. sleepless).
- D. My sleep is moderately disturbed (2-3 hrs. sleepless).
- E. My sleep is greatly disturbed (3-5 hrs. sleepless).
- F. My sleep is completely disturbed (5-7 hrs. sleepless).

**SECTION 10 – Recreation**

- A. I am able to engage in all my recreation activities with no neck pain at all.
- B. I am able to engage in all my recreation activities with some pain in my neck.
- C. I am able to engage in most, but not all of my usual recreation activities because of pain in my neck.
- D. I am able to engage in a few of my usual recreation activities because of pain in my neck.
- E. I can hardly do any recreation activities because of pain in my neck.
- F. I cannot do any recreation activities at all.

**OTHER COMMENTS:**

---



---



---

Examiner \_\_\_\_\_

With Permission from: Vernon H, Mior S. The Neck Disability Index: *A study of reliability and validity.* J Manipulative Physiol Ther 1991;14:409-415, Copyright Vernon H and Hagino C, 1990.

## Universal Health Institute

### *Are you a doer, a hider? Are you beating yourself up? Are you a 'label'?* Stress Strategies Screening Questionnaire

This questionnaire is used to identify the strategies you use to handle stressful challenges in your life. Why? If you are like most patients who come to UHI, you want to get better as quickly and as thoroughly as possible - and you are interested in doing it without a lot of drugs or surgery. Recognizing how you deal with stress is a fascinating process that helps you heal because once you know the strategies you use, you are in control of them, rather than vice versa. It's empowering.

Strategies for handling stress change over time, and though you use strategies habitually, you are probably blind to many of them. Once a strategy is put in front of you, you can choose whether it is really working for you, or whether it is working against you. If a strategy is working against you, it not only increases your stress, it complicates and interferes with the healing process.

Follow these instructions to complete the survey:

You might use the statements below to describe yourself or your situation. Read each one and determine if it describes you or fits your experience, and to what degree, during the past year. **Score the accuracy of the sentence is (using the Answers Table below)**. Score the sentence based on your emotional experience, *not using judgment*. Just refer to your emotional experience!

Some of the sentences refer to relationships. Relationships may include close friends, your parents or a romantic relationship. Look at each statement and score it based on the first person who comes to mind.

- If you are not currently in a romantic relationship, you can score the statement based on your most recent significant relationship.
- If your parent is no longer living, you can score the sentence based on your experience of the relationship when she or he was alive.
- If you are currently distant from your close friends, you may score the sentence based on your relationship with them, even though they are far away geographically.

### Answers Table

<b>1 = Completely untrue of me</b>	<b>4 = Moderately true of me</b>
<b>2 = Mostly untrue of me</b>	<b>5 = Mostly true of me</b>
<b>3 = Slightly more true than untrue</b>	<b>6 = Describes me perfectly</b>

Using the Table, above, fill in the blank with the score that most properly reflects how accurately the statement describes you:

1. \_\_\_\_\_ I really missed having someone relate to me with warmth and affection, or who really understands me.

## Answers Table

<b>1 = Completely untrue of me</b>	<b>4 = Moderately true of me</b>
<b>2 = Mostly untrue of me</b>	<b>5 = Mostly true of me</b>
<b>3 = Slightly more true than untrue</b>	<b>6 = Describes me perfectly</b>

2. \_\_\_\_\_ I feel like I really need people to be close to me, but I fear I will lose them, so I often cling to them.
3. \_\_\_\_\_ Its hard for me to feel like I can let my guard down with people. My sense is people often betray others.
4. \_\_\_\_\_ I often feel as though I'm really different from other people and don't really fit in.
5. \_\_\_\_\_ If someone really knew the inner me (or truth about me), they wouldn't like me .
6. \_\_\_\_\_ Other people are much better at handling most tasks in life than I am.
7. \_\_\_\_\_ I need help from others to manage most things in life.
8. \_\_\_\_\_ I am worried that some type of problem: financial, medical – even becoming a victim of crime - will happen to me.
9. \_\_\_\_\_ I often feel as though my life is so involved with others, I don't have a life of my own.
10. \_\_\_\_\_ If I don't do what others want of me, there will be negative results.
11. \_\_\_\_\_ Most of the time my life is focused on other people and their needs.
12. \_\_\_\_\_ I feel as though I must control my feelings; most people don't know how I feel about things.
13. \_\_\_\_\_ I really feel I have to be the best; its hard for me to make mistakes or just be "good enough"
14. \_\_\_\_\_ I feel that most rules are meant for others, I hate to be kept from doing what I want.
15. \_\_\_\_\_ If a goal isn't interesting or a task enjoyable, I lose interest easily or just don't do it.
16. \_\_\_\_\_ I feel most worthwhile when others notice my accomplishments.
17. \_\_\_\_\_ If something positive occurs, its only natural to think that something negative will happen soon.
18. \_\_\_\_\_ If something goes wrong and its my fault, I should suffer the consequences.

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

## **PATIENT CONSENT**

---

---

### **CONSENT FOR TREATMENT:**

I voluntarily consent to the rendering of care, including treatment and performance of diagnostic procedures. I understand that I am under the care and supervision of the attending physician and it is the responsibility of the staff to carry out the instructions of such physician(s).

### **RELEASE OF INFORMATION:**

By signing this form, you are granting consent to Universal Health Institute to use and disclose your protected health information for the purposes of treatment, payment and health care operations. Our Notice of Privacy Practices provides more detailed information about how we may use and disclose this protected health information. You have a legal right to review our Notice of Privacy Practices before you sign this consent, and we encourage you to read it in full.

Our Notice of Privacy Practices is subject to change. If we change our notice, you may obtain a copy of the revised notice by telephoning our office at 312-266-9090. You have a right to request us to restrict how we use and disclose your protected health information for the purposes of treatment, payment or health care operations. We are not required by law to grant your request. However, if we do decide to grant your request, we are bound by our agreement.

You have the right to revoke this consent in writing, except to the extent we already have used or disclosed your protected health information in reliance on your consent.

### **MEDICARE AND MEDICAID CONSENT TO RELEASE INFORMATION:**

I certify that the information given by me in applying for payment under Title XVIII and / or Title XI of the Social Security Act is correct. I authorize any holder of medical or other information about me, to release to the Social Security Administration or its intermediary carriers, any information needed for this or related Medicare or Medicaid claim.

### **VERIFICATION OF NON-PREGNANCY (Female Patients Only):**

By my signature on this form I do hereby state that to the best of my knowledge, I am not pregnant, nor is pregnancy suspected or confirmed at this particular time. Date of last menstrual period \_\_\_\_\_.

X \_\_\_\_\_  
Patient's Signature

X \_\_\_\_\_  
Witness

Name \_\_\_\_\_

Date \_\_\_\_\_

# INFORMED CONSENT TO PARTICIPATE IN ACTIVE REHABILITATION

---

THE GOALS OF THE REHABILITATION PROGRAM INCLUDE:

1. Determining the cause and extent of your problem.
2. Providing a therapeutic exercise program to strengthen you, increase your cardiovascular endurance, range of motion and flexibility, and decrease your pain.
3. Return you to full-duty, non-restricted work status and lifestyle.

THE EQUIPMENT USED TO TEST YOU AND THE PROCESS WE WILL BE USING WILL BE EXPLAINED TO YOU.

Your participation in the rehabilitation program is voluntary. You can stop at any point in the program. Should you stop your program, we are obligated to notify your doctor, insurance company, attorney, and DVR manager, if it is applicable.

If at any point during the evaluation or rehabilitation process you have any questions, we will answer them to the best of our ability or refer you to someone more qualified. Please be advised that there are no guarantees that your personal goals and/or those listed above will be met to your satisfaction. The success of any rehabilitation process lies in the combined efforts of you and your provider. The "team" approach has the best chance of attaining your goals, so please ask as many questions as necessary for you to gain the maximum benefit from your rehabilitation program.

Since the process of strengthening and conditioning are a form of "controlled strain", there is a chance of aggravation or injury. It is therefore imperative that you communicate to your provider any aggravation or injury that you may observe during the rehabilitation process. For example, the *best* exercise for you, if performed too early in your condition, may be your *worst* enemy if performed too soon. Communication with your provider will help put into perspective problems that may occur. Failure to discuss problems may only foster additional problems down the road.

---

I HAVE READ THE ABOVE AND UNDERSTAND THE RISKS AND BENEFITS OF THE REHABILITATION PROGRAM. I AGREE TO PARTICIPATE AND HAVE MY REHABILITATION INFORMATION RELEASED TO MY DOCTOR, INSURANCE CARRIER, ATTORNEY, OR DVR PERSONNEL IF REQUESTED.

\_\_\_\_\_  
SIGNATURE OF PARTICIPANT

DATE \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF WITNESS

DATE \_\_\_\_\_

## Universal Health Institute Financial Policy

We will verify your insurance benefits as a courtesy to you. Your insurance will provide a quote of benefits, not a guarantee of payment. Your insurance company retains the right to deny service payments and/or pay at a different percentage than quoted. Your insurance contract is between you, your employer, and your insurance company. We are not a party to that contract. While the filing of insurance claims is a courtesy we extend to our patients, all charges are your responsibility from the date services are rendered.\_\_\_\_(initial).

Please note that the out-of-network benefits may apply if we are not contracted with your insurance company\_\_\_\_(initial).

We do not accept or bill secondary insurance carriers.If you have Medicare and you have supplemental insurance, Medicare will send the claim to your secondary insurance on your behalf. \_\_\_\_ (initial).

If referrals or prescriptions are required by your insurance company, you are solely responsible for obtaining and keeping track of them.\_\_\_\_(initial).

If your insurance company has not paid a claim within ninety (90) days of submission, you accept full responsibility for payment in full of any outstanding balance \_\_\_\_ (initial).

Your copayment, coinsurance and deductible must be paid at the time of service.\_\_\_\_ (initial).

All services must be paid in full if you are satisfying a deductible set by your insurance copay. Any credits to your account will be applied to future visits\_\_\_\_(initial).

If you discontinue care for any reason other than discharge by the doctor, all patient balances become immediately due and payable in full by you and you authorize us to use your credit card to collect full payment.\_\_\_\_(initial).

In the case that an account becomes delinquent ( 90 days past due) and we are unable to charge your credit card for the balance due, your account will be turned over to a third-party collection agency. If this occurs, our staff will no longer handle the account and all correspondence and phone calls will be directed to our agency Keynote Consulting.\_\_\_\_(initial).

All patients are required to maintain a valid credit card number on file with us. If you choose not to provide this information, we will not bill your insurance and you must pay cash for all service provided to you\_\_\_\_(initial).

### **Cancellations:**

Scheduled visits are available for all services at UHI. If you are unable to make your appointment, 24 hour notice must be given. If you make an appointment on another patient's behalf, you assume all financial responsibility for that appointment in the event of a cancellation or missed appointment. Any missed appointment carry a charge of \$50.00 (except for chiropractic adjustments). This fee are not covered by insurance and must be paid before scheduling another appointment.

This financial policy supercedes any and all previous financial policies, contracts, and agreements issued by Universal Health Institute.\_\_\_\_(initial).

Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_

CVV Code (3 digit number on the back of your card) \_\_\_\_\_

Printed Name as Appears on Card: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

## **X-ray Assignment Agreement and Consent**

I understand that my doctor is submitting my x-rays to Spinal Imaging, Inc. for second opinion radiological evaluation and analysis by a specialist. I also understand that the fee for such services will be submitted to my insurance company, healthcare carrier, attorney or worker's compensation carrier for payment. If I am paid directly by an insurance carrier or through legal a legal settlement, I will be responsible for the amount paid. If Spinal imaging, Inc. does not receive a lien, or if Spinal Imaging, Inc. does not receive a reply to a case status information request from my attorney, I will be billed for the amount of service. Once Spinal Imaging, Inc. receives a reply from the attorney, I will stop being billed.

I also give my consent to Spinal Imaging, Inc's use and disclosure of the Protected Health Information for the purpose of providing treatment to me, for purposes relating to the payment of services rendered to me, and for the Practice's general healthcare operations purposes.

I understand I have the right to request a restriction on the use and disclosure of my Protected Health Information for the purposes of treatment, payment or healthcare operations of the Practice, but the Practice is not required to agree to these restrictions. However, if the practice agrees to a restriction that I request, the restriction is binding on the Practice.

I have the right to revoke this consent, in writing, at any time, except to the extent that the Practice has acted in reliance on this consent. I acknowledge that I have received, reviewed, understand and agree to the Notice of Privacy of Spinal Imaging, Inc, which describes the Practice's policies and procedures regarding the use and disclosure of any of my Protected Health Information created, received or maintained by the Practice.

**My signature authorizes the release of medical information and also authorizes the assignment of benefits to:**

**Spinal Imaging, Inc.  
5 Norfolk Avenue  
P.O. Box 1200  
South Easton, MA 02375**

In the event my insurance company or attorney sends payment of services to me, I agree to promptly remit such payment to Spinal Imaging, Inc.

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

\_\_\_\_\_  
**Patient Signature**

\_\_\_\_\_  
**Print Name**