Please Print all Answers N	ew Patie	nt Inform	nation					
Name		Age		Sex	_ Date			
			/ State			Zip		
Home Phone	Work Phone			Cell Phone				
Best time to Call	Which #			E-mail				
Social Security # Birth	ndate		_ Employer					
☐ Married ☐ Single ☐ Sep ☐ Divorced	□ Widowed	Spouse's Nam	e					
PCP Name		Spouse's Emp	loyer					
PCP Phone		Spouse's Birth	date					
PCP Address		Spouse's Socia	al Security					
Parent's Employer If Patient Is Minor / Child _								
Parents Social Security # If Patient Is Child								
Emergency: Who Do We Call?		Phone		Relation	nship			
Name of Relative or Friend Not Living with You				Phone				
	REFERR	AL INFORMAT	ION					
WHO recommended you to our office?	☐ My Docto	or O	Family / Fri	end				
Name		Addres	ss or Phone					
Н	EALTH INSU	RANCE INFOR	RMATION					
Name of Insurance Company		Gro	oup Number					
Name of Insured (Policy Holder) Policy Number								
Insured Birthdate		Rel	ationship to	insured				
		URANCE INFO	RMATION					
Name of YOUR Auto Insurance Company								
Agent Name			ent Number	_				
Accident Claim Number								
	ame of LIABLE Insurance Company							
Claim Number								
Attorney Name	0000		one Number					
Employer or Responsible Party	OR INJURY	INSURANCE I	NFORMAT im#	ION				
Contact Person			one Number					
		FIR	JIIO INDINIDEI					

Please provide the receptionist with your driver's license & insurance card to be photocopied for your permanent medical Welcome to our multi-specialty group practice, offering family practice & pain management medical care, chiropractic, physical therapy, rehabilitation, massage therapy, weight loss & nutritional info. We will strive to help restore or improve your health but there are no guarantees or promises of improvement or complete recovery. Patients are encouraged to leave valuables at home or with an accompanying family member or friend. This Facility shall not be liable for the loss of or damage to any personal property including, but not limited to money, credit cards, clothing, jewelry, glasses/contacts, dental devices, hearing aids, furs, documents or any other items.

Your signature on this document fully authorizes our staff & doctors to perform any examinations, diagnostic tests &/or treatment as we may consider medically necessary & to release all information pertinent to your health, insurance or benefits to any & all applicable parties on your behalf. Our office and staff are committed to providing all patients regardless of race, color, national origin, age, sex, disability or religious or political beliefs quality health care services delivered with dignity and concern HIPAA requires that we have you read & sign the federally governed Health Care Privacy Notice. This Notice is detailed on page 4- of this document. The Health Care Privacy Notice will explain when, where and why your confidential health information may be used, stored and/or shared and is a part of this document that is a permanent part of your medical records which is maintained in this office. You may receive a free photocopy of this document that you have signed just by asking one of our staff.

Your signature on this document confirms that you have read, understand and agree to comply with all of the terms & conditions of the Health Care Privacy Notice and all policies, consents, terms & conditions regarding your responsibilities to this Facility and that you grant the physicians, therapists and/or all staff of this Facility to use and share your confidential health information with others in order to treat you and/or in order to arrange for payment of your bill and/or for issues that concern this Facility operations and responsibilities. Please direct any questions or concerns to a member of our staff. We encourage questions and/or concerns to avoid misunderstandings. Office hours allow our patients convenience to schedule appointments before & after work as well as during lunch. If you must miss an appointment please notify us. If you do not show up for your scheduled appointment you will be charged \$35.00 as a missed appointment fee that you must pay before you are seen or treated again (this is for habitual missed appointments). We are available to immediately see new patients the same day or through our 24 hour - 7-day emergency service. As a courtesy for you, we may call you on the telephone when an appointment is missed and/or you have not been in for a while. If you do not wish for us to call you or mail you reminder cards please let us know in writing for your file.

	SYMPTOM SURVE	Υ	Carlotte and District
What is your chief problem or symptoms?			
What caused the problem or symptoms to occur	?		
When did the problem or symptoms begin?		197	
Have you seen another doctor for this problem?	□ No, If yes, who	0	
What tests/procedures have been performed?	o X-Ray o M	RI - Surgery - Hospita	alization 🗈
Have you had this problem or symptoms in the p			
Have you tried any other treatments for this?	n No, If yes, exp		
Is the problem or symptoms getting worse?	□ No, If yes, exp		
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✓ ALL OF THE ITEMS THAT APPLY TO YOU!	NOW AND IN THE PAST		
□ Arthritis / Gout □ Depression/Anxiety	 Pregnancy 	D High Cholesterol	□ Headaches
□ Eye Pain-Strain □ Dizziness	□ Seizures	□ Ringing in Ears	□ Blurred Vision
□ Jaw Pain □ Hepatitis C	o Neck Pain / Spasms	□ Chronic Fatigue	□ Heart Disease- Attack
□ Gall Stones □ Swallowing Difficulty		□ Chest Pain - SOB	□ Cancer
□ Anemia / Bleeding □ Hypertension	□ Stroke / CVA / TIA	□ Kidney Problems	D Pancreatitis
☐ Shortness of Breath ☐ Irregular Heart Beat	D HIV / AIDS	□ Asthma/Bronchitis	□ Mid/Low Back Pain □ Foot or Ankle Pain
□ Shoulder/Elbow Pain □ Wrist or Hand Pain □ Stomach / Ulcer Pain □ Diabetes	□ Neuropathy □ Groin or Rectal Pain	□ Hip/Knee/Leg Pain □ Female Disorders	□ Urinary Problems
□ Skin Problems □ Broken Bones	Digestive Problems	© Emphysema / COPD	□ Irregular Bowels
□ Other problem(s) not listed	Digestive Problems	5 Emphysema 7 001 D	B irregular Bowels
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PAIN DRAWING

Circle location(s) of yo	our symptoms on body drawing. Outl	ine using the symbols for	the type of sensation	
What if anything gives	Cause of Pal Traumati Chronic Post Sur Work Re Motor Ve Unknowr	gical lated shicle (1 = Mild, 10	Burning Ache	R L
□ AUTO ACCIDENT Were You	Date Time D Driver D Unconscious D Wearing a Seat Belt D Transported by Ambulance	Passenger Treated in E.R. YES □ NO		
Vehicle Damage		Severe - Totaled YES NO		
Police Report	n None	Yes with Police Dept		
Activities	□ No restrictions □ I felt fine before the accident	Missed days of wo	ork or school	
□WORK RELATED	Date Time Describe injury and how it happer			
	Accident Reported to □ No restrictions □ I felt fine before the inju		on on days o	

⁻ please proceed to page 4 --

HEALTH CARE PRIVACY NOTICE - INFORMED CONSENT - ASSIGNMENT OF BENEFITS - AUTHORIZATION & LIEN

This office is committed to providing patients with quality health care services delivered with dignity, respect and concern. Fulfilling this commitment requires the efforts of the doctors, therapists, staff and patient working together as a team to obtain the maximum results. Patient satisfaction is a vital interest to our staff. This Facility is required by law to abide by the terms of this Health Care Privacy Notice, Patient Bill of Rights and Informed Consent as well as other applicable federal and state laws governing privacy practices in health care. Our Facility may change and/or modify the terms of this Notice at anytime without additional notice to you except to publicly post in our Facility and/or make available to patients any updated notices. Photocopy of this Notice is available to you upon request. The term Facility refers to this office or clinic. The term Provider refers to doctors and/or licensed professionals of this Facility. Our Facility & staff are committed to maintaining the privacy of your protected health Information (PHI). PHI is information about you, including demographic information that may identify you and that may be related to your present, future and past physical or mental health or condition and treatment you receive from our practice. This Notice describes how medical information about you may be used and disclosed and how you can obtain information about you, including demographic Information that may identify you and that may be related to your present, future and past physical or mental health or condition and the care and treatment you receive from our practice. This Notice describes how medical information about you may be used and disclosed and how you can obtain access to this information. Please read this Notice and direct questions, misunderstandings or concern to the Compiliance Officer of this Facility. Our Facility may use & disclose your PHI for health care delivery purposes. Your PHI may be used and/or disclosed without your written authorization by the doctors and staff of this Facility for the purposes of your care and treatment, paying your health care bills, and to support the operations of this practice. Your doctor and the staff will take all reasonable measures to maintain the confidentiality of your PHI. The Privacy Rule allows you the right to review and receive copies of your health care records as it relates to your health care. The request must in writing, allowing your provider 30 days to respond. Your provider may deny your request if it will cause harm to you or to another person. Your provider may charge a copy fee, which will be in compliance with State law. Your provider will comply with any reasonable request to have confidential communication by alternative means or at an alternative location if not doing so endangers you. You may request to have an amendment placed in your record if you disagree with anything in your record. This does not mean that anything will be removed or changed and the provider has the right to respond with a rebuttal statement if he/she feels it is necessary. You may revoke he right to file a written complaint with our Compliance Officer if you believe that any of your privacy rights have been violated. You can obtain a complaint form from the Compliance Officer and/or authorization, in writing, at any time, except in the event that the provider has acted as indicated in the doctor's Authorization Notice. You have the right to file a written complaint with our Compliance Officer if you believe that any of your privacy rights have been violated. You can obtain a complaint form from the Compliance Officer and/or the Office of the Civil Rights. All complaints must be filed within 180 days of when you knew or should have known that the violation occurred. The Privacy Law prohibits our Facility from taking any retalitatory actions against anyone who files a complaint. A more detailed, updated & comprehensive Health Care Privacy Notice is available for your review in this Facility. I understand that this Facility, its doctors & staff are accepting my case based on examination findings & believe the outlined treatment should produce change and/or improvement. However as with any diagnostic test, procedure, examination or doctor's care, a guarantee of improvement or complete recovery cannot and has not been made and it is even possible that no change will occur. Our Facility further wants you to understand your Patient Bill of Rights, options for care and risks of treatments rendered by us in the practice of medicine, surgery, chiropractic, spinal or joint manipulations, podiatry, psychological counseling, massage, physical, occupation, speech & respiratory therapy there are some risks. These risks may include but are not limited to soreness, dizziness, fractures or joint injury, disk injuries, strokes, heart-attacks, dislocations, scrains-strains, drug interactions, procedural complications, reactions and/or other injuries which maybe short or long term or side injuries, strokes, heart-attacks, dislocations, sprains-strains, drug interactions, procedural complications, reactions and/or other injuries which maybe short or long term or side effects which cannot be pre-determined

I do not expect the doctor/provider to be able to anticipate and explain all risks and/or complications, and I wish to rely on the doctor/provider to exercise judgment during the course of the procedure(s) which the doctor/provider feels at the time is in my best interest. As our patient you can voluntarily stop care or ask questions about reasonable alternatives to the procedures we will recommend including but not limited to rest, home applications of therapy, prescription or over-the-counter medications, exercises and/or applications of the procedure applications and procedure applications are procedured to procedure and procedure applications are procedured to procedure application and procedure applications are procedured as a procedure application and procedure application are procedured applications are procedured as a procedure application and procedu referral to a medical/surgical specialist. In addition, because psycho-social, spiritual, and cultural values affect a patient's response to care, patients are allowed to express and follow spiritual beliefs and cultural practices that do not harm others or interfere with the planned course of treatment. Patients have the right to refuse treatment, but must be aware of the probable consequences of refusing treatment and/or failing to cooperate with the prescribed treatment. Should you refuse and/or fail to comply with must be aware of the probable consequences of refusing treatment and/or failing to cooperate with the prescribed treatment your provider will discuss specific consequences with you. Therefore I give my full consent to the doctor/provider to render treatment on me or the minor for whom I am legally responsible by a health care provider of this Facility. I, the assignee, being the patient or legal guardian for said minor listed below, do hereinather referred to as the 'Facility' against any & all insurance benefits, proceeds of any settlement, judgment or verdict which may be paid to the undersigned as a result of the Injuries or illness for which I have been treated by the Facility. I, the assignee further authorizes any and all insurance company, attorney and any & all third party payer to pay directly to the Facility all sums of money due them for any & all services rendered to me or minor by whom I am responsible for by reason of accident, illness and by any & all reason of any other bills that are due or may become due, and to withhold such sums from any health & accident, workers compensation and or including all insurance or third party benefits. Assignee agrees that this Facility & staff may follows medical records, consultations, depositions, and/or court appearances which must be paid to full in advance and authorizes this Facility to telease any information. deliver medical records, consultations, depositions and/or court appearances which must be paid in full in advance and authorizes this Facility to release any information pertinent to said health care to any insurance company, adjuster, attorney or legal service bureau to facilitate collections under the terms of this document. Assignee grants the Facility a full power of attorney to endorse &/or sign my name on any & all checks for payment of any indebtedness owed this office & assignee [Patient initials_____]

INSURANCE BENEFITS - CREDIT POLICIES - PAYMENT TERMS & CONDITIONS

IMPORTANT:

As a courtesy, the Facility will obtain a verification of applicable insurance benefits as they are quoted to us but some third party payers misquote benefits, coverage and Hability. Our Facility & staff are not responsible for what a third party payer and/or representative may tall us. "We recommended that you confact your insurance company's customer service to review your insurance benefits as well. Any contractual, written, verbal or other obligations or arrangements between you and an attorney, insurance company, liable or third party payer are between you and said person.

Our Facility will file Initial insurance claims for you. Secondary claim submission and/or additional reports or documents sent for your benefit may result in an additional filing or medical report charges, which you are responsible to pay.

Co-pays, deductibles and all non-covered service charges are due the day the service is rendered

Patients are responsible for charges on all service(s) and/or product(s) which may exceed the maximum allowable and/or when a third party and/or insurance carrier

does not reimburse this Facility enough to meet our cost of service.

All account balances, including automobile and work injury claims must be paid in full within 30 days of treatment. Patients are fully responsible for all money owed this office and such payment is not contingent on any settlement, claim, judgment, or verdict by which they may eventually recover said fee and it is also regardless of any attorney liens or pending settlement(s). If a third party payer fails to pay said balance in full within the 90-day period, the patient must pay the balance in full. Assignee is fully responsible for all money owed this Facility for any and all treatment, products & services rendered to the patient or minor shown below. A service charge is computed by a 'periodic rate' of 1½ % per month — 18% per annum & is added to all balances owed 60+ days. Any balance past due 90 days or more may be submitted to an attorney and/or agency for legal collection for which the undersigned agrees to be 100% responsible for all monthly service charges.

interest, costs related to but not limited to all collection related expenses, attorney fees, court & filing fees. Returned checks, debit & credit charges made payable to this Facility for insufficient funds, stop payments or other reasons of non-payment will be assessed a \$30.00 charge

A late fee of \$35,00 will be applied to balances that are not paid by the due date

Patients are eligible for a maximum \$250 personal credit limit when approved. For your convenience we accept most major credit & debit eards [Patient Inklais:

PATIENT CONSENT & SIGNATURE

By my signature below I acknowledge that I have read or have had read to me and have received a photocopy upon my request of this document including the Health Care Privacy Notice, Facility terms & conditions, credit policies and Informed Consent and fully understand and have had all of my questions answered to my satisfaction. A photocopy of this document shall be considered as effective and valid as an original 1 have made my decision voluntarily and freely to submit for healthcare services in this facility

Print Name of Patient		
X		
Signature of Patient (if minor, parent or legal guardian must sign)	Date	

HEALTH CARE PRIVACY NOTICE

Community Health and Rehabilitation Centre

Mark C. Lesko, DC, Compliance Officer

Our staff is committed to maintaining the privacy of your protected health information known as (PHI). PHI is information about you, including demographic information, that may identify you and that may relate to your present, future and past physical or mental health or condition and the care and treatment you receive from our practice. This Notice describes how medical information about you may be used and disclosed and how you can obtain access to this information. Please read this Notice and ask any questions, misunderstanding or concern to the Compliance Officer of this office.

This office is required by law to abide by the terms of this Health Care Privacy Notice as well as all other applicable federal and state laws governing privacy practices in health care. Our office may change and/or modify the terms of this Notice at anytime without additional notice to you except to publically post in our office and/or make available to patients any updated notices. Photocopy of this Notice is available to you upon request.

USE & DISCLOSURE OF PHI

Our office may use & disclose your PHI for health care delivery purposes. Your PHI may be used by doctors and staff of this office for the purposes of your care and treatment; paying your health care bills; and to support the operations of this practice. Your doctor and the staff will take all reasonable measures to maintain the confidentiality of your PHI. Following is a list situations in which your PHI can be disclosed without your written authorization.

Business Associate: Your PHI may be used or disclosed to a business associate, from whom we have obtained assurances that they will safeguard your PHI and use it only for the purposes for which it was intended.

Emergency Situations: In an emergency situation, where written acknowledgment from you is not practical until after the emergency situation has ended.

Employee Limitations: Your PHI will be limited to the members of the clinic and its workforce who may need access for treatment, payment or health care operations

Health Care Operations: For certain administrative, financial, legal, and quality control activities that are necessary to run its business and support the core functions of treatment and payment.

Legal Proceeding: If requested by judicial or administrative proceedings, court order, subpoena or law enforcement purposes.

Minimum Necessary Standard: The disclosure of and requests for your PHI will be the minimum required to accomplish the intended purpose.

Payment: The provider may disclose your PHI to third party and/or other party(ies) to obtain reimbursements and/or payments for your health care services.

Personal Representative: Your PHI may be disclosed to a person who is authorized by state law to act on your behalf in making your health care decisions

Public Health Purposes: Your PHI may be disclosed to legally authorized public health authorities for the purpose of the prevention, control, investigations, intervention, and reporting of disease, injury, disability and vital events such as births or deaths. Your PHI may be disclosed for public health activities such as child abuse, neglect, safety and effectiveness of a product regulated by the FDA, and persons at risk of contracting and spreading disease.

(512) 835-6077 FAX: (512) 835-6079

COMMUNITY HEALTH AND REHABILITATION CENTRE 2013 WELLS BRANCH PKWY, STE. 103, AUSTIN, TEXAS 78728

Research Purposes: Your PHI may be disclosed for research purposes either with your written permission or without any identifying characteristics.

- Continued on Next Page -

Health Care Privacy Notice - Page 2

Treatment: For the coordination or management of your health care services, your health care provider may consult with another health care provider, a third party, or for the referral to another health care provider.

Worker's Compensation: State laws may permit disclosure of your PHI to comply with worker's compensation laws without your authorization and no minimum necessary standard is required.

Miscellaneous: We may use or disclose your PHI in the normal course of operations, notifying you of appointments, services, and clinic news.

The Privacy Rule allows you the right to review and receive copies of your records as it relates to your health care. The request must be in writing, allowing your doctor 30 days to respond. Your provider may deny your request if it will cause harm to you or to another person. Your doctor may charge a copy fee, which will not exceed the amount permitted by State Law

The Privacy Rule allows you the right to request that the disclosure of your PHI have restrictions on how your doctor will use your PHI regarding treatment, payment and health care operations. Your doctor may not agree to your restrictions, but would be bound by any restrictions you agree upon.

Your doctor must comply with any reasonable request to have confidential communication by alternative means or at an alternative location if not doing so endangers you.

You may request to have an amendment placed in your record if you disagree with anything in your record. This does not mean that anything will be removed or changed and the doctor has the right to respond with a rebuttal statement if he/she feels it is necessary.

You have a right to receive your doctor's Notice of Privacy Practices.

You may revoke authorization, in writing, at any time, except in the event that the doctor has acted as indicated in the doctor's Authorization Notice.

You have the right to file a written complaint with our Compliance Officer if you believe that any of your privacy rights have been violated. You can obtain a complaint form from the Compliance Officer, and it must be filed within 180 days of when you knew or should have known that the violation occurred. You may also contact a written complaint, either on paper or electronically with the Office of Civil Rights (OCR). The Privacy law prohibits our office from taking any retaliatory actions against anyone who files a complaint.

	name) acknowledge that I have read and was given a Community Health and Rehabilitation Centre and fully vered to my satisfaction.
Patient's Signature	Date
Signature of Compliance Officer	Date

Community Health & Rehab Centre Office Guidelines

- 1. Communication is an important aspect to a patient's recovery! We welcome your suggestions and input. All patients should feel free to ask questions. Please direct complaints, questions, and concerns directly to Dr. Mark Lesko or Dr. Scott Cartwright.
- 2. We have a "No Cell Phone Zone" in the treatment areas. Patients may use their cell phone in waiting areas.
- 3. All insurance questions can be directed to Diane. Patients who carry health insurance should remember that professional services are rendered and charged to the patient and not to the insurance company. As a courtesy to you we will verify and bill your insurance for you, you are responsible for what insurance does not pay. Any deductibles or co-pays will be due at the time that services are rendered. Our facility & staff are not responsible for what a third party payer and/or representative may tell us.
- 4. Your insurance is a contract between you and your insurance company. We will not get involved in disputes between you and your insurance company regarding deductibles, copayments, secondary insurance, "usual and customary" charges, etc., other than to supply factual information as necessary.

<u>SPECIAL NOTE:</u> There are only so many time slots for patients through out the day so "Missed/No Show" appointments do not only effect your care but also the care of other patients.

Read below for our "NO SHOW / MISSED APPOINTMENT POLICY." When necessary this policy will be enforced. We always hope to avoid the use of it. However, if there is a habitual No Show / Missed Appointment we will have no choice but to enforced it.

NO SHOW / MISSED APPOINTMENT POLICY:

- * All patients will make their scheduled appointments. If they cannot make the appointment they will call 24 HOURS ahead of scheduled appointment and re-schedule.
- * 2 No Shows or 3 cancellations will result in possible Discharge. This is a lack of compliance with your treatment plan. You cannot get well if you do not receive treatment. We can not be responsible for your treatment if you do not follow our recommendations.
- * As of September 1, 2010 there will be a No Show charge of \$35.00, if you do not call to cancel appointment within 24 hours of your scheduled appointment. There are limited appointment time slots available especially for the Physical Therapist to see patients. No Shows effect other patients ability to schedule with us.

1	have	read	, understand	and	receive	a	copy	of	the	above	ini	format	ior	1
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Patient	Date