

NEW PEDIATRIC INTAKE FORM

Patient Name: _____ Date of Birth: _____ Today's Date: _____

Age: _____ Gender: Male Female Email: _____

Address: _____ City _____ State _____ Zip _____

Primary Contact Phone #: _____ Secondary: _____

Parent's Name(s): _____

Child Lives With: Father Mother Other: _____

Alternate Emergency Contact: _____
Name Relationship Phone#

Who has permission to bring your child to my office for treatment: _____

Child's MD/DO Physician: _____
Name Contact Information

Health Insurance _____

Referred By: _____

What are your top three health concerns for your child?

1. _____
2. _____
3. _____

Current Medications: _____ Current Supplements: _____

Allergies to Medications: _____ Known Food Allergies: _____

Birth History:

Where was your child born?: Home Hospital Birthing Center

Where there any problems with the pregnancy or birth? Yes No

If yes, please explain: _____

Was your child breastfed? Yes No How Long? _____

Health History:

Has your child had any of the following conditions in the past or currently?

Allergies Asthma Bladder/Urinary Infection Breathing Difficulties Bronchitis Chicken Pox Colic Constipation Difficulty Feeding Ear Infection Eczema Heart Problems Rashes Strep Throat Heart Problems Other (please list and briefly describe): _____

The information I have provided is accurate and true to the best of my knowledge.

Parent/Guardian Signature: _____ Date: _____

Thank you for the opportunity to work with you on your child's health.

HIPAA & Your Privacy Rights

We strongly believe in doing everything we possibly can to safeguard the privacy and security of your health information and records. As a result, we have made some changes in our office management procedures to make sure we follow the Health Information Portability and Accountability Act (HIPAA). Passed into law in 1996, HIPAA sets federal standards for the privacy and security of patient information for all healthcare providers, plans, insurance companies and anyone they do business with. HIPAA gives you additional rights regarding control and use of your health information, meaning **you have more access and control than ever**. Please take a few minutes to review these new rights. We're happy to answer any questions you may have.

Control Over Your Health Information

All healthcare providers (and health plans) are now required to give you a written explanation of how they use and disclose your personal health information before they can treat you. This way, you can decide if a provider is doing everything they should to protect your privacy before you choose them as your caregiver.

We must, by law, post a Notice of Privacy Practices, which outlines how we secure the privacy of patient information, in a place where you can easily see it. We must get your signature for non-routine uses and disclosures of your information. A non-routine use is any situation not directly related to treatment, payment or operations. For example, if your child is going to summer camp and the camp needs a medical history, you will be asked to authorize us to release it before we can send the information. You have the right to say no, and you don't have to tell anyone why. Authorizations of non-routine information are one-time-only, case by case, for the use defined by you.

Access To Your Health Information

You can get copies of your medical records simply by asking for them. Healthcare providers are required to get you a copy of your records within 60 days of your request. There may be a cost of this service. Providers also must give you a history of non-routine disclosures if you ask for it. All you need to do is ask for the record and it is provided to you – no justification is needed. You can also amend your medical records. You can not change the existing record, but you can add notes or comment on any procedures, treatments, payments or operations. The provider then has the right to respond to your amendment. This way, you can be sure your records reflect your side of the story about treatment and payment issues.

Patient Recourse If Privacy Protections Are Violated

Every healthcare provider must also inform you of grievance procedures. If your privacy is violated, **report the incident to your Privacy Officer Immediately**. You also have the right to report any violation of the Department of Health and Human Services, Office of Civil Rights, 200 Independence Avenue, S.W., Washington, D.C. 20201.

If you decide to file a grievance either with us or with the Department of Health and Human Services, we are not allowed to discriminate or retaliate against you in any way. Aside from these new rights to access and control of your medical information under HIPAA, there are also clear limits on all healthcare providers regarding how they disclose medical information. Here are some of the key aspects of these boundaries.

Providers must ensure that health information is not used for non-health purposes. Health information (covered by the privacy rules) generally may not be used for purposes not related to health care – such as disclosures to employers to make personal decisions, or to financial institutions – without your explicit authorization.

There are clear, strong, protections against using health information for marketing. The privacy rules set new definitions, restrictions and limits on the use of patient information for certain marketing purposes. Providers must get your specific authorization before sending you any materials other than those related to treatment.

Use only the minimum amount of information necessary. In general, uses or disclosures of information will be limited to the minimum necessary. This does not apply to disclosure of records for treatment purposes, because physicians, specialists and other providers may need access to the full record to provide quality care.

Exceptions:

There are situations where healthcare providers may not have to follow these privacy rules. They include: emergency circumstances; identification of a body or the cause of death; public health needs; judicial and administrative proceedings; limited law enforcement activities; and activities related to national defense and security. We understand your right to have your medical information kept confidential. Our compliance with the Health Information Portability and Accountability Act is one example of our advocacy and leadership on the issues of patient's rights and privacy information. We encourage you to ask questions and look forward to working together to improve the quality of your healthcare experience.

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THIS DOCUMENT. I HAVE A RIGHT TO A COPY OF THIS DOCUMENT IF I SHOULD REQUEST ONE:

SIGNED: _____ **PRINT NAME** _____ **DATE:** _____

INFORMED CONSENT

Patient Name: _____

Clinic Name: Dr. Matt's Wellness Center _____

Doctor's Name: Dr. Matt Kulafoski DC Dr. Jacqueline Romanies DC

Add _____

Phone: _____ Fax: _____

I will use my hands or a mechanical instrument upon your body in such a way as to move your joints. This procedure is referred to as "Spinal Manipulation" or "Spinal Adjustment". As the joints in your spine are moved, you may experience a "pop" as a part of the process.

There are certain complications that can occur as a result of a spinal manipulation. These complications include, but are not limited to: muscle strain, cervical myelopathy, disc and vertebral injury, fractures, strains and dislocations, Bernard-Horner's Syndrome (also known as oculosympathetic palsy), costovertebral strains and separation. Rare complications include, but are not limited to stroke, or even death. The most common complication or complaint following spinal manipulation is an ache or stiffness at the sight of adjustment.

I am aware of these complications, and in order to minimize their occurrence I will take precautions. These precautions include but are not limited to my taking a detailed clinical history of you and examining you for any defect, which would cause a complication. This examination may include the use of x-rays. The use of x-ray equipment may pose a risk if you are pregnant. If you are pregnant, you should tell me when I take your clinical history.

Date: _____

Printed Name

Signature

AUTHORIZATION TO TREAT A MINOR CHILD

I hereby authorize this clinic to administer care as deemed necessary to my child:

Printed Name

Signature of Parent of Guardian

Witness

Dr. Matt's Wellness Center

4031 W. Plano Pkwy Suite 201
Plano TX 75093
972-867-9900

Authorization for X-ray/Assignment of Benefits

I, _____, do hereby give my consent to this clinic to perform radiographic evaluation as deemed appropriate. I hereby declare that to my knowledge I am not pregnant.

In consideration for deferment of the time of visit financial responsibility of the balance for services rendered, I hereby authorize payment and endorsement of any insurance reimbursement directly to Dr. Matt's Wellness Center and/or Dr. Kulafofski, D.C. and/or Dr. Romanies D.C. for the intent of payment toward the balance of services rendered. Dr. Matt's Wellness Center and/or Dr. Kulafofski, D.C. and/or Dr. Romanies D.C. agrees to render mutual acceptance of this consideration, offer, intent and assignment.

Patient Signature

Signature of Parent or Guardian (if a minor)