KIMBERLY BUTLER, PMHNP

Please fill out and return this packet of information to our office at least one week before your appointment. This will allow Kim enough time to review your information prior to your first appointment.

We ask that you call us at (541) 382-1395 the day before your appointment to confirm and secure your time. We are open Monday – Thursday from 8am – 6pm and are available to answer any questions that you might have pertaining to your upcoming appointment.

Our address is:

1569 SW Nancy Way #2 Bend, Or 97702

Please arrive to your appointment 10 - 15 minutes early and don't forget to bring your insurance card with you as we ill need to take a copy of it for your record.

We look forward to meeting you and working with you!

PATIENT REGISTRATION FORM

Kimberly Butler, PMHNP

-	Patient					Today	's Date	
□New	□Existing					/	/	
			PATIENT INFO	RMATION				
Last Name				First Name	10-10-10-10-10-10-10-10-10-10-10-10-10-1		Middle	
	Home Addr	ess		Т	ľ	Mailing Add	lress	
	City	State	Zip Code	Ci	ty	State	Zip Code	
	Date of I	3irth	Age	Ethni	city (Circle	e One)	Marital Status (Circle One)	
	/	/		Hispan	ic / Not I	Hispanic	Single Married Divorced Widowed	
Gender (p	please circle)	Cell Phone	-1	riispan	Work Nun		Divorced Widowed	
Mala Fama	lo Non Dinami							
Male Fema		1						
	3113.							
Email Address:								
May we leave v	oicemail message		111 64 65 65 54	At Home:	□Yes □N	o At Wor	rk: □Yes □No	
Emergency Conta	act 1		IN CASE OF EN Home Phone		Work Pho	no	Dolationship	
inergency conta	301 1		Tionie Filone		VVOIR PIIO	ne	Relationship	
May we commun	nicate with this per	son about v	our health?	1000	П	Yes	□ No	
mergency Conta		3011 about y	Home Phone		Work Phone		Relationship	
May we commur	nicate with this per	son about v	Lour health?			Yes	No	
			PLOYMENT IN	FORMATIO				
mployment Sta	tus							
□Full Time □Pa	rt Time	oyed □Act.	Military □Se	lf Employed	□Retired	□Student	□Other	
Осси	ıpation		Employer		E		mployer Phone	
					313307			
Employ	er Address (if know	 /n)	Cit	У	I State		Zip Code	
		Р	HYSICIAN INFO	ORMATION				
	Referring Phys				Prima	ary Care Ph	ysician	
			Continued On (Other Sidel				
			continued on t	other side)				
What Pharn	nacy do your use fo	or prescripti	ons?					

INSURANCE INFORMAT e a copy of your insurance car	TION	
	rd when you arrive to	the office)
roup Number	ID Number	Co-Pay
□Self □Spouse □Child	□Other:	
st Name	Date of Birth	Employer
INSTIDANCE INFORMAT	TION	
		C- D-
roup Number	10 Number	Co-Pay
□Self □Spouse □Child	□Other:	
	Elotifet.	
st Name	Date of Birth	Employer
rst Name	Middle	
	DI NI I	
	Phone Number	
7'- 0-1-		
te Zip Code	Relationship to F	Patient
NCIAL AGREEMENT SIGNATI	IDE DECLUBED	
NCIAL AGREEMENT - SIGNATO	THE REQUIRED	
	INSURANCE INFORMAT roup Number Self Spouse Schild st Name FINANCIAL RESPONSIBI (If other than patient) rst Name te Zip Code NCIAL AGREEMENT- SIGNATURE MHNP and/or her designate	INSURANCE INFORMATION roup Number D Number

Kimberly Butler, PMHNP - Bend Psychiatry

PATIENT HISTORY FORM

PATIENT INFORMATION Date Name Date of Birth Age Current Psychiatrist/Counselor Current Primary Care Provider **MEDICATIONS** Please list all medications, including dosage and frequency **ALLERGIES** Please list all allergies including medication, food, and environmental **FAMILY HISTORY** Has a parent, grandparent, sibling, or child ever had the following? No Yes No Yes Suicide Cancer Mental Illness **Heart Disease** Diabetes Drug or Alcohol Abuse Stroke Mother Father Sisters **Brothers** Daughters Sons Age/Health (Good or Poor) Age at Death Cause of Death YOUR PAST MEDICAL HISTORY Do you have any health issues related to the following? Yes Yes No No Cancer Concussion Migraines Heart Diabetes Vision Hearing Stroke Thyroid Stomach or Intestine Seizures Liver Meningitis Kidneys Encephalitis Musculoskeletal Pain

Sexually Transmitted Disease

Head Injury

Patient History Form -Page 2			Patient Name			
Have you ever	been hospitalize	d? If so	, for what re	ason?		
Have you ever	had surgery? If s	o, what	type and da	te (year)?		
Past Psychiatr	ists (MD)/Psychia	itric Nui	rse Practition	ners (PMHNP)/Counse	lors (PhD, PsyD, LPC, LC	CSW, MSW)
Past PSYCHIAT	RIC MEDICATION	IS				
Medication Na				Maximum Dose	Side Effects?	Benefit?
	*					

				SOCIAL HISTORY		
Circle One:						
Single	Married		Divorced	Separate	d Widowed	Significant Other
With whom do	you live?					
Are you curre	ntly employed? If	so, whe	ere and for h	ow long?		
		525 5 105 11				
	ow much time h	ave you		ork because of your he	ealth in the last:	
6 months:			12 month		5 years:	
Are you expos	ed to any harmfu	ıl fumes	, dusts, solve	ents, or other chemica	ils? If so, what?	
					11	
Have you trav	eled outside of th	ie U.S. ii	n the last 12	months? If so, where	and how long?	
DI ' 1' - 1						
Please indicati	e whether you co	No	Yes	ollowing & amount? Amount		
Caffeine				Cups/Ounces/Day:		
Energy Drinks				Ounces/Day:		
			13-			
Tobacco				Packs/Day:		
Alcohol			-	Drinks/Day:		
Marijuana/Ca				Amount:		
Recreational D	rug Use	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	t are the tan	Type & Amount:	ka hala with?	
		vvna	are the top	3 things you would li	ke neip with?	
1		<u> </u>				
2		V				
3						

Please check all the boxes that apply to you:		
☐ I am often restless and irritable. ☐ I do not enjoy hobbies, leisure activities or time with friends and family anymore. ☐ I am having trouble managing my diabetes, hypertension, or another chronic illness. ☐ I have nagging aches and pains that do not get better, no matter what I do.		
My Sleep patterns are irregular: ☐ I am sleeping too much. ☐ I am not sleeping enough.		
I often have: □ Digestive problems. □ Headaches or backaches. □ Vague aches and pains (joint or muscle pain).		
□ I have trouble concentrating or making simple decisions. □ People have commented on my mood or attitude lately. □ My weight has often changed considerably. □ I have had several of the symptoms I checked above for more than 2 weeks. □ I feel that my functioning in everyday life (work and my interactions with family and frie because of these problems). □ I have a family history of depression. □ I have thought about suicide.	ends is sufi	fering
Please circle YES or NO after each question: 1. Has there ever been a period of time when you were not your usual self and • You felt so good or so hyper that other people thought you were not your normal self, or you were so hyper that you got into trouble?	YES	NO
 You were so irritable that you shouted at people, started fights, or arguments? 	YES	NO
 You felt much more self-confident than usual? 	YES	NO
 You got much more talkative or spoke faster than usual? 	YES	NO
 Thoughts raced through your head or you could not slow your mind down? 	YES	NO
 You were so easily distracted by things around you that you had trouble 	YES	NO
concentrating or staying on track?		
You had so much more energy than usual?	YES	NO
You were much more active or did many more things than usual?	YES	NO
 You were much more social or outgoing than usual, for example, you 		
telephoned friends in the middle of the night?	YES	NO
You were much more interested in sex than usual?	YES	NO
 You did things that were unusual for you or that other people might have 		
thought to be excessive, foolish, or risky?	YES	NO
 Spending money got you or your family into trouble? 	YES	NO

2. If you checked YES to more period of time?	re than one of the above	, have several of these ϵ	ever happened during the same			
	YES	NO	(Please circle one response only)			
3. How much of a problem of money, or legal troubles; ge			nable to work; having family,			
No problem	Minor Problem	Moderate Problem	(Please circle one response only) Serious Problem			
4. Have any of your blood relatives (i.e., children, siblings, parents, grandparents, aunts, uncles) had manic-depressive illness or bipolar disorder?						
	YES	NO				
5. Has a health professional	ever told you that you h YES	ave manic-depressive ill NO	ness or bipolar disorder?			

Adult ADHD Self-Report Scale (ASRS- v1.1) Symptom Checklist

Patient Name	Date				
Please answer the questions below, rating yourself on each of the criteria shown using the scale on the right side of the page. As you answer each question, place an X in the box that best describes how you have felt and conducted yourself over the past 6 months. Please give this completed checklist to your healthcare professional to discuss during today's appointment.	Never	Rarely	Sometimes	Often	Very Often
1. How often do you have trouble wrapping up the final details of a project, once the challenging parts have been done?					
2. How often do you have difficulty getting things in order when you have to do a task that requires organization?					
3. How often do you have problems remembering appointments or obligations?					
				Par	t A
4. When you have a task that requires a lot of thought, how often do you avoid or delay getting started?	282				
5. How often do you fidget or squirm with your hands or feet when you have to sit down for a long time?					
6. How often do you feel overly active and compelled to do things, like you were driven by a motor?					
7. How often do you make careless mistakes when you have to work on a boring or difficult project?					
8. How often do you have difficulty keeping your attention when you are doing boring or repetitive work?					
9. How often do you have difficulty concentrating on what people say to you, even when they are speaking to you directly?					
10. How often do you misplace or have difficulty finding things at home or at work?					
11. How often are you distracted by activity or noise around you?					
12. How often do you leave your seat in meetings or other situations in which you are expected to remain seated?					
13. How often do you feel restless or fidgety?					
14. How often do you have difficulty unwinding and relaxing when you have time to yourself?					
15. How often do you find yourself talking too much when you are in social situations?					
16. When you are in a conversation, how often do you find yourself finishing the sentences of the people you are talking to, before they can finish them themselves?					
17. How often do you have difficulty waiting your turn in situations when turn taking is required?					
18. How often do you interrupt others when they are busy?					

Kim Butler, PMHNP & Bend Psychiatry Financial Policy

We would like to keep you informed of our current financial policies. Please read the following policies carefully and if you have any questions, please do not hesitate to ask a member of our staff.

Health Insurance:

- 1. It is your responsibility to keep us updated with your current primary and secondary insurance information. If the insurance information you the designated is incorrect, you will be responsible for payment of services and to submit the charges to the correct plan for reimbursement.
- 2. It is your responsibility to understand your benefit plan with regard to covered services, copayments, coinsurance, and deductible amounts. You are responsible of services not covered by your insurance plan.
- 3. Per your contract with your insurance company, you are responsible for any and all co-payments, coinsurance percentages, and deductible amounts.
- 4. Per our contract with your insurance company, we are required to collect any and all co-payments, coinsurance percentages, and deductible amounts. To not collect these amounts would be at the possible consequence of insurance fraud as defined by the Office of the Inspector General of the Department of Health and Human Services, and subject to civil and criminal liability.

Financial Responsibility:

- 1. Co-payments are due at time of service,. And prior balances must be paid prior to your next office visit.
- 2. While the filing of insurance claims is a courtesy we extend to our patients, all charges for services not covered by your insurance plan are your responsibility.
- 3. If your physician does not participate in your insurance plan, payment in full is expected at the time of your office visit.
- 4. If you do not have insurance, payment for an office visit is to be paid at the time of your office visit.
- 5. Patient balances are billed upon receipt of your insurance plan's explanation of benefits. Your remittance is due within 10 business days of your receipt of your bill.
- 6. Account balances over 90 days old will be turned over to an outside agency and will be subject to interest charges and the terms and conditions of that agency. Accounts turned over to collections may be subject to dismissal from the practice and termination of relationship between you and your physician.
- 7. we accept cash, checks, Visa, MasterCard, Discover, and American Express credit, and debit cards.

Appointments:

- 1. Please help us serve our patients better by keeping your scheduled appointments. If you are not able to keep an appointment, we require 24-hour notice for cancelling or rescheduling appointments. There is a charge of \$100 (for late cancellation, late rescheduling, or missed appointments). There is a charge of \$150 (for late cancellation, late rescheduling or a missed Psychiatric Evaluation appointment).
- 2. If you are late for your appointment, we will do our best to accommodate you. However, on certain days it may be necessary to reschedule your appointment and you may be charged the customary fee for a missed appointment.
- 3. Multiple missed appointments may result in dismissal from the practice and termination of relationship between you and your physician.
- 4. We strive to minimize any wait time. However, emergencies do occur and may take priority over a scheduled visit. We appreciate your understanding.

Returned Payment:

1. A \$25 fee will be charged for any checks returned for insufficient funds, plus any bank fees incurred.

Service Fees	Fee	Cash
Psychiatric Diagnostic Evaluation/Assessment (60-90 min) Simple/Complex	\$425-\$525	\$350
Medication Management w/psychotherapy (30 min) Simple/Complex	\$275-\$350	\$175-\$225
Medication Management w/psychotherapy (45 min) Simple/Complex	\$325-\$400	\$250-\$375
Medication Management Only (15 min) Simple/Complex)	175-\$325	\$150
Psychotherapy Only (45-55 min)	\$200	\$180
Late Cancel or No Show (not covered by insurance)		\$100
Late Cancel or No Show Initial Evaluation (not covered by insurance)		\$150
Returned Check Fee		\$25

I have read, understand, and agree to comply with the above listed policies. I have been provided opportunity to ask questions about anything that was not clear to me and I am satisfied with the answers I have received.				
Patient Name:	3.			
Responsible Party's Name:	Relationship:			
Responsible Party's Signature:	_ Date:			

Kimberly Butler, PMHNP HIPPA Compliance Patient Consent Form

Our Notice of Privacy Practices provides information about how we may use or disclose protected health information.

The notice may change, if so, you will be notified at your next visit to update your signature/date.

You have the right to restrict how your protected health information is used and disclosed for treatment, payment, or healthcare operations. We are not required to agree with this restriction, but if we do, we shall honor this agreement. The HIPPA (Health Insurance Portability and Accountability Act of 1996) law allows for the use of the information for treatment, payment, or healthcare operations.

By signing this form, you consent to our use and disclosure of your protected healthcare information and potentially anonymous usage in a publication. You have the right to revoke this consent in writing, signed by you. However, such a revocation will not be retroactive.

By signing this form, I understand that:

- Protected health information may be disclosed or used for treatment, payment, or healthcare operations.
- The practice reserves the right to change the privacy policy as allowed by law.
- The practice has the right to restrict the use of the information, but the practice does not have to agree with those restrictions.
- The patient has the right to revoke this consent in writing at any time and all full disclosures will then cease.
- The practice may condition receipt of treatment upon execution of this consent.

May we phone, email, or send a text to you to confirm appointments?	YES	NO	
May we leave a message on your answering machine at home or on your cell phone?	YES	NO	
May we discuss your medication condition with any member of your family?	YES	NO	
If YES, please name the members allowed:			
This consent was signed by:			
(Please Print Name)			
Signature: Date):		
Witness: Date	::		

Kimberly Butler, PMHNP

1569 SW Nancy Way #2 Phone: 541-382-1395 Fax: 541-382-6576

MEDICAL RECORDS AUTHORIZATION TO RELEASE INFORMATION

l,	(DOB:) hereby authorize
Kimberly Butler, PMHNP to release informatindividual(s) and/or organizations:	ion to and/or o	btain information from the following
Organization Name (if applicable):		
Name of Individual:		Title/Relationship:
Phone:	Fax:	
INFORMATION TO BE RELEASED:		
☐ Labs ☐ Other		ogress Notes ychiatric Evaluation
INFORMATION IS RELEASED FOR THE FOLLOW	VING PURPOSE:	:
☐ Continuation of Care ☐ Coordination of Ca	are 🗆 Legal Rea	asons Other:
I voluntarily sign this authorization and I under form. I understand this consent will expire 12 revoke this consent (in writing) at any time.	erstand that my 2 months from t	care will not be affected if I do not sign this the date it is signed. I understand that I may
I also authorize the release of information per medical chart.	rtaining to drug	; and alcohol abuse if it is included in my
I have read and understand this authorization to me, and I am satisfied with the answers I re		questions about anything that was not clear
Patient Signature:		Date:
Witness Signature:		Date:
If patient is unable to sign, indicate reason: _		
Signature of Person Authorized to Sign:		Relationship

Bend Psychiatry Informed Consent for Telehealth Visits

Health care services are available by two-way interactive video communications and/or by the electronic transmission of information. Referred to as "telemedicine" or "telehealth," this means that I may be evaluated and treated by a health care provider or specialist from a different location. Since this is different than the type of consultation with which I am familiar, I understand and agree to the following:

- 1. The consulting health care provider or specialist will be at a different location from me.
- 2. The presenting practitioner may transmit or share electronically details of the visit
- 3. I will be informed if any additional personnel are to be present other than myself, individuals accompanying me, the consultant and presenting practitioner. I will give my verbal permission prior to additional personnel being present.
- 4. The physician or health care provider for whom the onsite examination or treatment is performed will keep a record of the consultation in my medical record.

Noting all the above, I understand that my participation in the process described (called "telemedicine" or "telehealth") is voluntary and constitutes a waiver of the usual right to physician-patient privacy and may possibly increase the risk of disclosure of my medical data.

I further understand that I have the right to:

- 1. Refuse the telehealth consultation or stop participation in the telehealth consultation at any time.
- 2. Limit any physical examination proposed during the telehealth consultation
- 3. Request that the presenting practitioner refrain from transmitting my information if I make the request before the information is transmitted.
- 4. Request that nonmedical personnel leave the room at any time.
- 5. Request that all personnel leave the room to allow a private consultation with off site specialist

I acknowledge that the health care providers involved have explained the consultations in a satisfactory manner and that all questions that I have asked about the consultations have been answered in a manner satisfactory to me or to my representative. Understanding the above, I consent to the telehealth process described above.

Patient:	Date:
Patient Representative:	Date:
Witness:	Date:
	8
Patient Name:	
Provider:	