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## New Patient Intake Form

**Patient Information:**

Name \_\_\_\_\_ DOB \_\_\_\_\_ Sex \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Email \_\_\_\_\_ SSN \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_

How did you hear about us so we can thank them? \_\_\_\_\_

Marital Status? Single Married Divorced Widowed Other Spouses Name \_\_\_\_\_

Spouses Name \_\_\_\_\_ Spouses Occupation \_\_\_\_\_

Employed? F/T Emp. P/T Emp. Retired F/T Student P/T Student Retired Unemployed Self Emp.

Employer Name \_\_\_\_\_ Occupation \_\_\_\_\_

**Policy Holder's Information:**

Policy Holder's Name \_\_\_\_\_ Sex \_\_\_\_\_

Policy Holder's DOB \_\_\_\_\_ Policy Holder's phone \_\_\_\_\_

Patient's relationship to Policy Holder: Self Spouse Child/Dependent Other

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Patient's medical I.D. # \_\_\_\_\_ Group # \_\_\_\_\_

**Do you have dual-coverage insurance?** YES NO **If yes please fill out the information below...**

Policy Holder's Name \_\_\_\_\_ Sex \_\_\_\_\_

Policy Holder's DOB \_\_\_\_\_ Policy Holder's phone \_\_\_\_\_

Patient's relationship to Policy Holder: Self Spouse Child/Dependent Other

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Patient's medical I.D. # \_\_\_\_\_ Group # \_\_\_\_\_

**Area(s) of Chief Complaint** \_\_\_\_\_

How would you rate the discomfort right now?(0=no pain, 10= most intense pain ever experienced)\_\_\_\_\_

What is the frequency of the discomfort you are feeling? (10%-100%)\_\_\_\_\_

How bad is the discomfort at its worst? (0=no pain, 10=most intense pain ever experienced)\_\_\_\_\_

How would you rate the discomfort at its best? (0=no pain, 10=most intense pain ever experienced)\_\_\_\_\_

What makes the problem worse (please list)\_\_\_\_\_

What makes the problem better (please list)\_\_\_\_\_

**Do these conditions disrupt?**

Career/Productivity  Family Life  Ability to Exercise  Sleeping Pattern  Social Life

**What methods have you tried to relieve the pain?**

Chiropractic  Acupuncture  Physical Therapy  Massage  Exercise  Prescription Drugs  Nothing

**Have any methods been effective?** YES NO

**What do you think is causing your health concerns?**

Accident  Injury  Accumulated stress  Lifestyle  Don't know

**Check off any additional symptoms that affect you and CIRCLE the items that bother you most.**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Headaches/Migraines      | <input type="checkbox"/> Frequent colds/flu       | <input type="checkbox"/> Constipation             |
| <input type="checkbox"/> Neck Pain                | <input type="checkbox"/> Low Energy/Tired         | <input type="checkbox"/> Low Immune Function      |
| <input type="checkbox"/> Shoulder/Arm Pain        | <input type="checkbox"/> Dizziness                | <input type="checkbox"/> Swollen Ankles           |
| <input type="checkbox"/> Arm/Wrist/Hand Pain      | <input type="checkbox"/> Sinus/Allergies          | <input type="checkbox"/> Puffy Eyelids            |
| <input type="checkbox"/> Upper Back Pain          | <input type="checkbox"/> Snoring                  | <input type="checkbox"/> Kidney/Bladder Issues    |
| <input type="checkbox"/> Mid Back Pain            | <input type="checkbox"/> Ear Aches                | <input type="checkbox"/> Prostate/Uterus Problems |
| <input type="checkbox"/> Low Back Pain            | <input type="checkbox"/> Thyroid                  | <input type="checkbox"/> PMS/Painful Menstruation |
| <input type="checkbox"/> Disc Problems            | <input type="checkbox"/> Asthma                   | <input type="checkbox"/> Compulsive Disorders     |
| <input type="checkbox"/> Scoliosis                | <input type="checkbox"/> Anxiety                  | <input type="checkbox"/> Impotence                |
| <input type="checkbox"/> Hip, Leg, or Knee Pain   | <input type="checkbox"/> Insomnia                 | <input type="checkbox"/> Infertility              |
| <input type="checkbox"/> Sciatica                 | <input type="checkbox"/> Heart Palpitations       | <input type="checkbox"/> Epilepsy                 |
| <input type="checkbox"/> Ankle/Foot/Toe Pain      | <input type="checkbox"/> Emotional Instability    | <input type="checkbox"/> Hyperactivity            |
| <input type="checkbox"/> Arm Numbness/Tingling    | <input type="checkbox"/> Heart Burn/Need Antacids | <input type="checkbox"/> Depression               |
| <input type="checkbox"/> Leg Numbness/Tingling    | <input type="checkbox"/> Chest Pain               | <input type="checkbox"/> Attention Disorders      |
| <input type="checkbox"/> Memory Trouble/Brain Fog | <input type="checkbox"/> Gas/Bloating/Indigestion | <input type="checkbox"/> Sensitivity to Light     |
|   | <input type="checkbox"/> Bowel Problems           |   |

**Please check off any stress that you have experienced and CIRCLE any stresses you are currently dealing with:**

**Physical stress**

- Slips/Falls  
 Car Accidents  
 Hard Labor (ie: construction)  
 Work Postures  
 Difficult Pregnancy  
 Difficult Birth (when you were born)  
 Desk Job  
 Sedentary Lifestyle  
 Unhealthy Weight

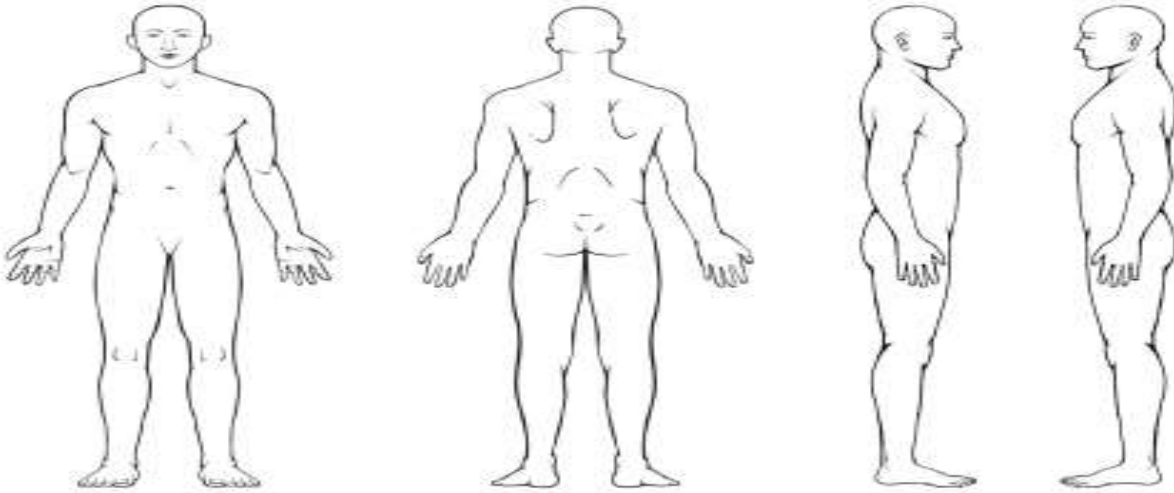
**Chemical stress**

- Not Enough Water  
 Unhealthy/Processed Foods  
 Fast Food  
 Lack of Fruit & Vegetables  
 Pesticides/Hormones  
 Prescription/Non-Prescription Medications  
 Smoking/Drink Alcohol

**Emotional stress**

- Skip Meals  
 Finances  
 Relationships  
 Loss of Loved One  
 Poor Self Image  
 Work  
 Unhealthy Thoughts  
 Depression  
 Anger/Guilt/Resentment

**Place an X in all the area(s) of Complaint**



**Past Injuries:**

Injury/Accident: \_\_\_\_\_ Date: \_\_\_\_\_

Treatment if any: \_\_\_\_\_

Injury/Accident: \_\_\_\_\_ Date: \_\_\_\_\_

Treatment if any: \_\_\_\_\_

**Please list all types of surgery:**

Surgery: \_\_\_\_\_ Date: \_\_\_\_\_

Surgery: \_\_\_\_\_ Date: \_\_\_\_\_

**Please list any related family health history:** \_\_\_\_\_

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

**Please list all types of medications you are taking (ie: Blood Pressure etc):** \_\_\_\_\_

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

**Please list all supplements you are taking:** \_\_\_\_\_

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



## PATIENT HIPAA CONSENT FORM

I understand that I have certain rights to privacy regarding my protected health information. These rights are given to me under the Health Insurance Portability and Accountability Act of 1996 (HIPAA). I understand that by signing this consent I authorize you to use and disclose my protected health information to carry out:

- Treatment (including direct or indirect treatment by other healthcare providers involved in my treatment);
- Obtaining payment from third party payers (e.g. my insurance company);
- The day-to-day healthcare operations of your practice.

I have also been informed of and given the right to review and secure a copy of your Notice of Privacy Practices, which contains a more complete description of the uses and disclosures of my protected health information and my rights under HIPAA. I understand that you reserve the right to change the terms of this notice from time to time and that I may contact you at any time to obtain the most current copy of this notice. I understand that I have the right to request restrictions on how my protected health information is used and disclosed to carry out treatment, payment and health care operations, but that you are not required to agree to these requested restrictions. However, if you do agree, you are then bound to comply with this restriction. I understand that I may revoke this consent, in writing, at any time. However, any use or disclosure that occurred prior to the date I revoke this consent is not affected.

Print Patient Name \_\_\_\_\_ Date \_\_\_\_\_

Signature of  
Patient/Guardian \_\_\_\_\_

Printed Name of Guardian \_\_\_\_\_ Relationship to Patient \_\_\_\_\_

**PLEASE READ AND SIGN THE FOLLOWING**

**Explanation of Insurance Coverage:**

Many insurance policies do cover acupuncture care but this office makes no representation that yours does. Insurance policies may vary greatly in terms of deductible and percentage of coverage for acupuncture care. Because of the variance from one insurance policy to another, we require that you, the patient, be personally responsible for the payment of your deductibles, as well as any unpaid balances in this office. We will do our best to verify your insurance coverage, and will bill your insurance in a timely manner.

**Assignment of Benefits:**

By signing below you assign benefits to Mind & Body Acupuncture & Herb Center. This designation directs your insurance company to send payments directly to this office. If your insurance carrier sends payment to you for services incurred in this office, you agree to send or bring those payments to this office upon receipt. If you pay for your visits in full the assignment need not be signed and the payments will be sent directly to you from the insurance.

**Release of Information:**

If you're insurance company requires medical reports or records to document your treatment or progress, your signature below authorizes this office to release the medical information necessary to process your claim.

**Voluntary Termination of Care:**

If you suspend or terminate your care at any time, your portion of all charges for professional services is immediately due and payable to this office. All services rendered by this office are charged directly to you, and you, ultimately will be personally responsible for payment regardless of your insurance coverage.

**Cancellation of Appointment(s):**

I voluntarily authorize the chiropractor to administer adjustments and/or other treatments of chiropractic medicine for relief of my conditions. I understand that appointment times are reserved especially for me and if for any reason you need to cancel or reschedule we do require a 24 hour notice. If not there will be a \$45 fee charged to your account for no show/missed appointments or a \$25 fee for same day cancellations. Payment is due prior to future treatments. I also understand that if I miss an appointment and/or cancel an appointment on the same day three times, that my future appointments will be canceled.

**Copay-Coinsurance-Deductibles-Returned Checks:**

I understand that payment is due at the beginning of each visit, unless otherwise arranged. (If we are not sure of your insurance co-pay or coverage, we ask for full payment until this is determined) There will be a \$25.00 fee charged on all returned checks.

I have read and understand the above. Please sign below to authorize insurance payment, if billing medical insurance. I authorize Mind & Body Acupuncture & Herb Center to accept assignment for medical service(s) rendered.

We would like to take a moment to welcome you to our office and assure you that you will receive the very best of care available for your condition. In order to familiarize you with the financial policy of this office we would like to explain how your medical bills will be handled.

**I have read and agree to the above.**

Signature \_\_\_\_\_

Print Full Name \_\_\_\_\_ Date \_\_\_\_\_