Elite Behavioral Medicine LLC
1800 Hog Mountain Rd
Building 100 Suite 103
Watkinsville, GA 30677
Office: 706-410-1033 / info@elitebehavioralmed.com

# Preparing for your appointment

These directions will help you get the most out of your time at your upcoming appointment with Elite Behavioral Medicine LLC Please read these instructions carefully and use the checklist below to prepare for your appointment.

1. Please sit in a quiet place without interruptions to carefully review and complete the attached forms.
2. Carefully review each item and complete all of the attached forms. The information you provide is necessary for your doctor to customize your treatment specifically for you.
3. Plan to spend up to 2 hours at your initial appointment with your treatment team.
4. Please bring the following items to your appointment:

- ❑ Completed pre-evaluation forms.
- ❑ ALL of your current medication bottles.
- ❑ Current pharmacy information.
- ❑ ALL recent lab results and prior testing reports. (i.e. psychological testing reports, school records, vocational testing reports, etc.)
- ❑ Prior Psychiatric treatment records.
- ❑ Contact information for all of your treatment providers.
- ❑ Please feel free to bring to your appointment someone who has been involved in your treatment or who knows you well or is supportive of your wellness.

If you have any questions, please contact us at 706-410-1033 We look forward to seeing you at your appointment.

***** If you need to cancel the appointment for any reason, give us a 48 hour notice. If you fail to call and miss an appointment, you will NOT be rescheduled for another appointment.**

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## PATIENT INFORMATION

FIRST NAME _____ MIDDLE _____ LAST NAME _____

LOCAL ADDRESS _____ DATE OF BIRTH ___/___/____ SEX ___

CITY _____ STATE _____ ZIP _____ EMAIL ADDRESS _____

SOCIAL SECURITY _____ CELL PHONE ( ) _____

ETHNICITY: ___ NOT HISPANIC/LATINO ___ HISPANIC/LATINO ___ REFUSED HOME PHONE ( ) _____

RACE: ___ AMERICAN INOIAN/ALASKA NATIVE ___ ASIAN ___WHITE WORKPHONE ( ) _____

___ BLACK/AFRICAN AMERICAN ___ NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER REFERRING PHYSICIAN _____

___ OTHER _OTHER SPECIFIED _____ PRIMARY PHYSICIAN _____

PREFERRED **LANGUAGE** _____ PHONE ( ) _____

___ MARRIED ___ SINGLE _WIDOWED ___ DIVORCED EMPLOYER _____

___ EMPLOYED ___ RETIRED ___ FULL TIME STUDENT ADDRESS _____

## PERMANENT ADDRESS

ADDRESS _____ CITY _____ STATE _____ ZIP _____

## EMERGENCY CONTACT

NAME _____ HOME PHONE ( ) _____

RELATIONSHIP _____ WORK PHONE ( ) _____

## IS THE PATIENT THE FINANCIALLY RESPONSIBLE PARTY? ☐YES ☐NO IF NO PLEASE COMPLETE THIS SECTION

RELATIONSHIP _____ SEX ___ DAYTIME PHONE ( ) _____

FIRST NAME _____ MIDDLE _____ EMPLOYER _____

LAST NAME _____ ADDRESS _____

ADDRESS _____ CITY _____ STATE ___ ZIP ___

CITY _____ STATE ___ ZIP ___

## IS THE REASON FOR YOUR VISIT THE RESULT OF AN ACCIDENT? ☐YES ☐NO IF YES PLEASE COMPLETE THIS SECTION

**NOTE: NOT ALL FMC OFFICES ACCEPT AUTO OR WORKMAN COMPENSATION PATIENTS.**

PLEASE CHECK WHICH TYPE OF ACCIDENT: ☐WORKMAN COMPENSATION ☐AUTOMOBILE ☐OTHER

DATE OF ACCIDENT ___/___/___ Place of accident _____ How did accident happen? _____

CLAIM# _____ CLAIM REPRESENTATIVE/ADJUSTER _____

### IF WORKMAN COMPENSATION PLEASE COMPLETE THIS SECTION

EMPLOYER NAME _____ EMPLOYER PHONE( ) _____

ADDRESS _____ CITY _____ STATE _____ ZIP____

## INSURANCE INFORMATION

***PLEASE PROVIDE YOUR INSURANCE CARD TO THE RECEPTIONIST***

INSURANCE COMPANY _____ INSURED'S DOB _____

INSURANCE/CARD HOLDER'S NAME _____ RELATIONSHIP _____

ID# _____ GROUP# _____ PHONE ( ) _____

## SECONDARY INSURANCE INFORMATION

INSURANCE COMPANY _____

INSURANCE/CARD HOLDER'S NAME _____ RELATIONSHIP _____

ID# _____ GROUP# _____ PHONE ( ) _____

SIGNATURE _____



DATE _____

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**Consent for Purposes of Treatment, Financial Responsibility and Health Care Operations**

I consent to the use or disclosure of my protected health information by Elite Behavioral Medicine LLCfor the purpose of diagnosing or providing treatment to me, obtaining payment for my health care bills or to the conduct health care operations of Elite Behavioral Medicine LLC I understand that diagnosis or treatment of me by Elite Behavioral Medicine LLC may be conditioned upon my consent as evidenced by my signature on this document.

My "protected health information" means health information, including my demographic information, collected from me and created or received by my physician, another health care provider, a health plan, my employer or a health care clearinghouse. This protected health information relates to my past, present or future physical or mental health or condition and identifies me, or there is a reasonable basis to believe the information may identify me.

I understand I have a right to review the Elite Behavioral Medicine LLC Notice of Privacy Practices prior to signing this document. The Elite Behavioral Medicine LLC Notice of Privacy Practices has been provided to me. The Notice of Privacy Practices describes the types of uses and disclosures of my protected health information that will occur in my treatment, payment of my bills or in the performance of health care operations of Elite Behavioral Medicine LLC. The Notice of Privacy Practices for Elite Behavioral Medicine LLC is also provided at 1800 Hog Mountain Rd Building 100 Suite 103 Watkinsville, GA 30677

This Notice of Privacy Practices also describes my rights and the duties of Florida Medical Clinic, LLC with respect to my protected health information. Elite Behavioral Medicine LLC reserves the right to change the privacy practices that are described in the Notice of Privacy Practices.

Lifetime Authorization: By signing below I authorize any holder of medical or other information about me to release to the Social Security Administration and Health Care Financing Administration or its intermediaries or carriers, or to the billing agent or this physician or supplier, any information needed for this or a related Medicare claim. I permit a copy of this authorization to be used in place of the original, and request payment of medical insurance benefits to myself or to the party who accepts assignment. The original authorization will be kept on file by Elite Behavioral Medicine LLC

I may obtain a revised Notice of Privacy Practices by requesting in writing from Elite Behavioral Medicine LLC or asking for one at the time of my next appointment.

**Financial Responsibility**

This is an agreement between Elite Behavioral Medicine LLC F, a GA Corporation, as a creditor, and the Patient/ Debtor named on this form.

In this agreement the words "I", "you," "your," and "yours" mean the Patient/Debtor. The word "account" means any account that has been established in your name to which charges are made and payments credited. The words "we," "us," and "our" refer to Elite Behavioral Medicine LLC (EBM) and/or its affiliated entities.

Insurance: Insurance is a contract between you and your insurance company. In some cases exact insurance benefits cannot be determined until the insurance company receives the claim. Although we may **estimate** what your insurance company may pay, it is the insurance company that makes the final determination of your eligibility and benefits. Please understand that insurance reimbursement can be delayed for multiple reasons. In fact, insurers will routinely stall, deny, and reduce payment. Insurers routinely process claims resulting in additional invoicing at no fault of EBM We will NOT under any circumstance falsify or change a diagnosis or symptom in order to convince an insurer to 'pay' for care that is not covered, nor do we delete or change the content in the record that may prevent, or cause, it to be considered covered.

Initials _____ HMO Plans: Any co-payments required by an insurance company must be paid at the time of service. Should EBM render services and I am unable to pay my co-payment at the time of service, I understand that I may be billed an administrative fee.

_____ Initials PPO Plans: FMC has agreed to accept the discounted rate from your plan, and we will **estimate** balances to the best of ability. However, since these are **estimates** only, I understand that any remaining balances due to deductibles, co-insurance, and non-covered claims are my responsibility to pay FMC. Your appointment may be rescheduled if your estimated amount due is not paid at check in.

_____ Initials Missed Appointment Fee: I understand that *Appointment Reminders are a courtesy.* Failure to show up for, or cancellation of an appointment with less than 24 hour notice, may result in a no show fee assessed to my account. The no show fee varies by FMC practice location and is subject to change. This fee must be paid before a new appointment is scheduled. Patients with three missed appointments may be discharged from the FMC practice location.

Initials After Hours Services: Please be advised additional fees may be subject for services rendered after hours, which includes evenings (after 5pm), weekends, and holidays.

Initials Administrative Charges: I understand that additional administrative charges may apply for items such as the completion of medical forms, telephone consultations, and physician letters.
*(This is not an exhaustive list)*

**Guarantee of Payment:**

For value received, including but not limited to the services rendered, I agree to guarantee and promise to pay EBM all charges and expenses incurred in my treatment, including those expenses not covered by any insurance policy presently in force, including any co-payment and/or deductible. Unless specifically agreed in writing, all charges shall be paid at discharge or upon presentation of the first bill by EBM Unpaid accounts shall bear interest at the maximum rate provided by GA law. I understand and agree that if EBM is required to bring a claim or file an action to enforce this agreement, EBM shall be entitled to recover from me its reasonable attorney's fees, expert fees, court costs, and any other costs of collection, in addition to the amount owed EBM for its services. Based on permissible purpose under the Fair Credit Reporting Act, EBM reserves the right to run a credit report for the sole purpose of determining my ability to meet incurred expenses directly related to my treatment.

***Payments received will be posted to the oldest outstanding balance on your account.***

Returned Checks: A Returned check will result in a service fee based on the face value of the check and may require all future payments to be made by cash or credit card. A collection agency may be used in the recovery of debt attributed to returned checks, in addition to the payment of the check plus any court cost, reasonable attorney fees and any bank fees incurred by the payee in taking action as pursuant to *GA Statute 68.065*.

Divorce, Dependent and Child Custody Cases: Regarding divorce, the presenting guardian accompanying the person (minor or disabled adult) who receives care at EBM is responsible for payment of copays, co-insurance and/or deductibles at the time of service.

**Assignment of Benefits:**

I hereby assign, grant and transfer to FMC, now and in the future, all of my rights and interest in the following: (a) Any and all benefits now or in the future owed or receivable by me or on my behalf from any insurer, health maintenance organization, PPO, employer health benefit plan or other third-party payer for those costs I incur in receiving services from EBM. The included insurance policies and insurer would include, but are not limited to, health, auto, UM and PIP; and (b) Any and all monies or other benefits paid or payable to me and/or my attorneys from any settlement, judgment or verdict which is obtained as a result of the injury or medical condition for which my debt to EBM was or is to be incurred. I further authorize, request and direct any and all assigned insurers to pay directly to EBM the amount due me in any potential or pending claim for medical benefits under the respective policies, expressly including all PIP policies. I agree that should the amount received by EBM be insufficient to cover the entire expense of service, including the co-payment and the deductible, I will be personally responsible for payment of the difference. I also understand and agree that if the nature of the services rendered by EBM are not covered by said insurance policy, I am responsible to EBM for payment of the entire bill.



_____ Initials

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**Acknowledgement of Receipt**
**Notice of Privacy Practices**

**I acknowledge that I have received a copy of Elite Behavioral Medicine LLC s Notice of Privacy Practices, which describes how EBM will use and protect my health information. This Notice describes my rights under the Health Insurance Portability and Accountability Act (HIPAA) and EBMs policies on use and disclosure of my protected health information.**

| | |
|---|---|
| _____ | _____ |
| Name of Patient | Name of Guardian or Personal Representative |
| _____ | _____ |
| Signature of Patient | Signature of Guardian or Personal Representative |
| _____ | |
| Date | Elite Behavioral Medicine LLC |

cg / EBM Consent for Treatment, Financial Responsibility & Health Care Operations

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## Patient's Personal History & Assessment

Date: _____

Name: _____Date of Birth: _____

Describe briefly why you are seeking treatment:

_____

_____

_____

Who were you referred by:_____

Have you had previous psychiatric treatment? Yes ____ No ✔___
If yes, when and where?_____

**SOCIAL HISTORY:**

Occupation:_____Are you retired? Yes ___ No ___ Disabled_____

Marital History: Single___ Married___ Divorced___ Separated___ Widowed___

Do you: Live alone___ Live with spouse___ Live with parents___

**PERSONAL HABITS:**

Have you ever smoked? Yes ___ No ___ Do you currently smoke? Yes ___ No ___

Check if you regularly drink:

Hard liquor: 1-3oz per day ___ Over 3oz per day ___

Beer: 1bottle per day___ 2 bottles a day___ 3 or more a day___

Have you ever used any of the following?
Marijuana:___ LSD:___ Heroin:___ Cocaine:___ Speed:___ Other:___

If so, are you currently using? Yes___ No ___ If yes, what are you using:_____

**EDUCATION:**
What is the highest grade you completed?_____

**MEDICAL CONDITIONS:**

List all medical diagnosis:

_____

_____

_____

_____

_____



Continue ➔

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Name: _____Date of Birth: _____

**MEDICATIONS:**

Do you have any allergies? Yes ___ No ___

If yes, what: _____

What medications are you currently taking?

Name: Dose:

_____

_____

_____

_____

_____

Pharmacy Name: _____ Number: _____

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# Symptom Checklist Screen

**Instructions: If you have experienced any of the following in an ongoing pattern, please check the appropriate box.**

| | Now | *In Past* |
|---|---|---|
| Feeling down/sad/empty most of day | ☐ | ☐ |
| Loss of interest & pleasure | ☐ | ☐ |
| Weight loss/gain; Appetite up/down | ☐ | ☐ |
| Insomnia or Sleeping too much | ☐ | ☐ |
| Feeling restless / Being slowed down | ☐ | ☐ |
| Lacking energy / Fatigued | ☐ | ☐ |
| Feeling worthless / guilty | ☐ | ☐ |
| Poor concentration, indecisiveness | ☐ | ☐ |
| Recurrent thoughts of death | ☐ | ☐ |
| | | |
| Feeling ecstatic for no reason | ☐ | ☐ |
| Feeling irritable / easily angered | ☐ | ☐ |
| Grandiose/very high self-esteem | ☐ | ☐ |
| Feeling rested with < 3 hrs. of sleep | ☐ | ☐ |
| Talking too much, too loud, too fast | ☐ | ☐ |
| Thoughts going too fast | ☐ | ☐ |
| Being distracted | ☐ | ☐ |
| Doing too much at the same time | ☐ | ☐ |
| Excessive and reckless indulgence | ☐ | ☐ |
| | | |
| Fail to pay attention, Carelessness | ☐ | ☐ |
| Can't concentrate | ☐ | ☐ |
| Don't listen | ☐ | ☐ |
| Don't finish things | ☐ | ☐ |
| Disorganized in tasks / activities | ☐ | ☐ |
| Avoid mentally challenging tasks | ☐ | ☐ |
| Often lose things | ☐ | ☐ |
| Easily distracted | ☐ | ☐ |
| Often forgetful | ☐ | ☐ |
| Restless, fidgety, squirm in seat | ☐ | ☐ |
| Can't stay seated when required | ☐ | ☐ |
| Run/climb in inappropriate places | ☐ | ☐ |
| Can't play quietly | ☐ | ☐ |
| Behave as if "driven by a motor' | ☐ | ☐ |
| Talk excessively | ☐ | ☐ |
| Answer before question is finished | ☐ | ☐ |
| Can't wait turn | ☐ | ☐ |
| Interrupt or intrude others | ☐ | ☐ |
| | | |
| Lose temper often, Anger problem | ☐ | ☐ |
| Argue with Authority figures | ☐ | ☐ |
| Defy rules or request | ☐ | ☐ |
| Annoy people on purpose | ☐ | ☐ |
| Blame others for own mistakes | ☐ | ☐ |
| Easily annoyed by others | ☐ | ☐ |
| Often angry and resentful | ☐ | ☐ |
| Spiteful and vindictive | ☐ | ☐ |
| | | |
| Bullying, threatening intimidating | ☐ | ☐ |
| Initiate fights, use weapons | ☐ | ☐ |
| Cruel to people / animals | ☐ | ☐ |
| Fire-setting, Theft | ☐ | ☐ |
| | | |
| Legal Issues / Convicted of Crime | ☐ | ☐ |
| Drug use / Medication abuse | ☐ | ☐ |
| Drink alcohol regularly | ☐ | ☐ |
| Self-injuries behaviors (cutting, OD) | ☐ | ☐ |
| Tried to commit suicide | ☐ | ☐ |

| | Now | *In Past* |
|---|---|---|
| Feel nervous/worried more days than not | ☐ | ☐ |
| Hard to control worries | ☐ | ☐ |
| Very restless or on edge | ☐ | ☐ |
| Easily fatigued | ☐ | ☐ |
| Poor concentration / Mind goes blank | ☐ | ☐ |
| Irritability | ☐ | ☐ |
| Muscle tension | ☐ | ☐ |
| Trouble falling/staying asleep | ☐ | ☐ |
| | | |
| Heart pounding / palpitations | ☐ | ☐ |
| Sweating | ☐ | ☐ |
| Trembling, shaking | ☐ | ☐ |
| Shortness of breath, smothering | ☐ | ☐ |
| Choking sensation | ☐ | ☐ |
| Chest pain, discomfort | ☐ | ☐ |
| Nausea or stomach distress | ☐ | ☐ |
| Feeling dizzy, lightheaded, faint | ☐ | ☐ |
| Feeling unreal / detached from self | ☐ | ☐ |
| Fear of losing control or going crazy | ☐ | ☐ |
| Fear of dying | ☐ | ☐ |
| Numbness, tingling sensations | ☐ | ☐ |
| Chills or hot flashes | ☐ | ☐ |
| | | |
| Anxious where escape may be difficult | ☐ | ☐ |
| Avoid certain situations/places | ☐ | ☐ |
| Worry about having panic attacks | ☐ | ☐ |
| Change behavior due to panic attacks | ☐ | ☐ |
| | | |
| Persistent, excessive & unreasonable fear | ☐ | ☐ |
| Afraid of something specific | ☐ | ☐ |
| Fear in social or performance situations | ☐ | ☐ |
| Avoiding feared situations or place | ☐ | ☐ |
| | | |
| Recurrent anxiety provoking thoughts | ☐ | ☐ |
| Try to suppress w/ other thoughts/actions | ☐ | ☐ |
| Repetitive behaviors (checking, hand wash) | ☐ | ☐ |
| Repetitive mental acts (counting, etc.) | ☐ | ☐ |
| Have time-consuming rituals | ☐ | ☐ |
| Preoccupation with body size/shape | ☐ | ☐ |
| Fear of gaining weight while underweight | ☐ | ☐ |
| Binge-eating, Purge, Exercise excessively | ☐ | ☐ |
| Use of Laxatives to lose weight | ☐ | ☐ |
| | | |
| Verbal abuse | ☐ | ☐ |
| Physical abuse | ☐ | ☐ |
| Sexual abuse | ☐ | ☐ |
| | | |
| Experienced / witness severe trauma | ☐ | ☐ |
| Intrusive thoughts / flash - backs of trauma | ☐ | ☐ |
| Nightmares about trauma, poor sleep | ☐ | ☐ |
| Being vigilant / easily startled | ☐ | ☐ |
| | | |
| Hearing voices that others can not | ☐ | ☐ |
| Seeing things that others can not | ☐ | ☐ |
| Paranoid, feel like being followed/watched | ☐ | ☐ |
| Thoughts about harming self or others | ☐ | ☐ |
| Previous psychiatric hospitalizations | # _____ | |

**Name:**_____ **Date Completed:**_____

Parent's Name: _____ Parent's Phone Number: _____

**Directions: Each rating should be considered in the context of what is appropriate for the age of your child. When completing this form, please think about your child's behaviors in the past 6 months.**

**Is this evaluation based on a time when the child ☐ was on medication ☐ was not on medication ☐ not sure?**

| Symptoms | Never | Occasionally | Often | Very Often |
|---|---|---|---|---|
| 1. Does not pay attention to details or makes careless mistakes with, for example, homework | 0 | 1 | 2 | 3 |
| 2. Has difficulty keeping attention to what needs to be done | 0 | 1 | 2 | 3 |
| 3. Does not seem to listen when spoken to directly | 0 | 1 | 2 | 3 |
| 4. Does not follow through when given directions and fails to finish activities (not due to refusal or failure to understand) | 0 | 1 | 2 | 3 |
| 5. Has difficulty organizing tasks and activities | 0 | 1 | 2 | 3 |
| 6. Avoids, dislikes, or does not want to start tasks that require ongoing mental effort | 0 | 1 | 2 | 3 |
| 7. Loses things necessary for tasks or activities (toys, assignments, pencils, or books) | 0 | 1 | 2 | 3 |
| 8. Is easily distracted by noises or other stimuli | 0 | 1 | 2 | 3 |
| 9. Is forgetful in daily activities | 0 | 1 | 2 | 3 |
| 10. Fidgets with hands or feet or squirms in seat | 0 | 1 | 2 | 3 |
| 11. Leaves seat when remaining seated is expected | 0 | 1 | 2 | 3 |
| 12. Runs about or climbs too much when remaining seated is expected | 0 | 1 | 2 | 3 |
| 13. Has difficulty playing or beginning quiet play activities | 0 | 1 | 2 | 3 |
| 14. Is "on the go" or often acts as if "driven by a motor" | 0 | 1 | 2 | 3 |
| 15. Talks too much | 0 | 1 | 2 | 3 |
| 16. Blurts out answers before questions have been completed | 0 | 1 | 2 | 3 |
| 17. Has difficulty waiting his or her turn | 0 | 1 | 2 | 3 |
| 18. Interrupts or intrudes in on others' conversations and/or activities | 0 | 1 | 2 | 3 |
| 19. Argues with adults | 0 | 1 | 2 | 3 |
| 20. Loses temper | 0 | 1 | 2 | 3 |
| 21. Actively defies or refuses to go along with adults' requests or rules | 0 | 1 | 2 | 3 |
| 22. Deliberately annoys people | 0 | 1 | 2 | 3 |
| 23. Blames others for his or her mistakes or misbehaviors | 0 | 1 | 2 | 3 |
| 24. Is touchy or easily annoyed by others | 0 | 1 | 2 | 3 |
| 25. Is angry or resentful | 0 | 1 | 2 | 3 |
| 26. Is spiteful and wants to get even | 0 | 1 | 2 | 3 |
| 27. Bullies, threatens, or intimidates others | 0 | 1 | 2 | 3 |
| 28. Starts physical fights | 0 | 1 | 2 | 3 |
| 29. Lies to get out of trouble or to avoid obligations (ie, "cons" others) | 0 | 1 | 2 | 3 |
| 30. Is truant from school (skips school) without permission | 0 | 1 | 2 | 3 |
| 31. Is physically cruel to people | 0 | 1 | 2 | 3 |
| 32. Has stolen things that have value | 0 | 1 | 2 | 3 |



Adapted from the Vanderbilt Rating Scales developed by Mark L. Wolraich, MD.

Revised - 1102

| Symptoms (continued) | Never | Occasionally | Often | Very Often |
|---|---|---|---|---|
| 33. Deliberately destroys others' property | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 34. Has used a weapon that can cause serious harm (bat, knife, brick, gun) | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 35. Is physically cruel to animals | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 36. Has deliberately set fires to cause damage | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 37. Has broken into someone else's home, business, or car | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 38. Has stayed out at night without permission | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 39. Has run away from home overnight | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 40. Has forced someone into sexual activity | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 41. Is fearful, anxious, or worried | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 42. Is afraid to try new things for fear of making mistakes | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 43. Feels worthless or inferior | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 44. Blames self for problems, feels guilty | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 45. Feels lonely, unwanted, or unloved; complains that "no one loves him or her" | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 46. Is sad, unhappy, or depressed | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |
| 47. Is self-conscious or easily embarrassed | ☐ 0 | ☐ 1 | ☐ 2 | ☐ 3 |

| Performance | Excellent | Above Average | Average | Somewhat of a Problem | Problematic |
|---|---|---|---|---|---|
| 48. Overall school performance | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |
| 49. Reading | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |
| 50. Writing | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |
| 51. Mathematics | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |
| 52. Relationship with parents | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |
| 53. Relationship with siblings | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |
| 54. Relationship with peers | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |
| 55. Participation in organized activities (eg, teams) | ☐ 1 | ☐ 2 | ☐ 3 | ☐ 4 | ☐ 5 |

**Comments:**

**For Office Use Only**

Total number of questions scored 2 or 3 in questions 1–9: _____

Total number of questions scored 2 or 3 in questions 10–18: _____

Total Symptom Score for questions 1–18: _____

Total number of questions scored 2 or 3 in questions 19–26: _____

Total number of questions scored 2 or 3 in questions 27–40: _____

Total number of questions scored 2 or 3 in questions 41–47: _____

Total number of questions scored 4 or 5 in questions 48–55: _____

Average Performance Score: _____

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# Authorization to Use/ Disclose Protected Health Information

| Patient Name: | DOB: |
|---|---|
| Account Number | SS#: |

(Two Identifiers required)

I authorize the use or disclosure of the above named individual's health information as described below.

The following individual or organization is authorized to make the disclosure (fill in the name of the entity releasing/providing the records):

Elite Behavioral Medicine LLC

1800 Hog Mountain Rd /Building 100 Suite 103/ Watkinsville, GA 30677

The type and amount of information to be used or disclosed is as follows (include dates where appropriate):

| | |
|---|---|
| □ entire record | □ X-ray and imaging reports |
| □ medication list | □ consultation reports from (insert doctor's name) |
| □ list of allergies | □ problem list |
| □ immunization record | □ visits/encounters: |
| □ most recent history and physical | □ records from non-FMC providers |
| □ laboratory results | □ other (please specify): |

I understand that the information in my health record may include information relating to sexually transmitted disease and other reportable diseases, acquired immunodeficiency syndrome (AIDS) or human immunodeficiency virus (HIV). It may also include information about behavioral, psychiatric or mental health services, and treatment for alcohol and drug abuse.

This information may be disclosed to and used by the following individual or organization (fill in the name of the person or organization to whom we are giving the copied record to. Include phone and fax number):

**Name/Dept**

**Address/Telephone/Fax**

Elite Behavioral Medicine LLC
1800 Hog Mountain Rd
Building 100 Suite 103
Watkinsville, GA 30677
Office: 706-410-1033 / info@elitebehavioralmed.com

For the purpose of:

**Specify**

I understand that I have a right to revoke this authorization at any time. I understand that if I revoke this authorization I must do so in writing and present my written revocation to Elite Behavioral Medicine LLC I understand that this revocation will not apply to information that has already been released in response to this authorization. I understand that the revocation will not apply to my insurance company when the law provides my insurer with the right to contest a claim under my policy. Unless otherwise revoked, this authorization will expire on the following date, event, or condition:

**Specify**

If I fail to specify an expiration date, event or condition, this authorization will expire in six months.

I understand that authorizing the disclosure of this health information is voluntary. I can refuse to sign this authorization. I need not sign this form in order to ensure treatment. I understand that I may inspect or copy this information to be used or disclosed, as provided in CFR 164.524. I understand that any disclosure of information carries with it the potential for an unauthorized re-disclosure and the information may not be protected by federal confidentiality rules. If I have questions about disclosure of my health information, I can contact Elite Behavioral Medicine LLC Privacy Officer at 706-410-1033.

| | |
|---|---|
| Signature of Patient | Date: |
| Witness: | |
| If Signed by a Legal Representative, Relationship to the Patient | |

it is expressly understood by me that the Provider is authorized to accept a copy or photocopy of this authorization with the same validity as though an original had been presented to the Provider.

December 2008

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# Controlled Substance Agreement

**Between Patient:** _____ **and Doctor:** Dr. Michael Boyd

The Florida Legislature has laws governing the prescription of controlled drugs. These drugs include all narcotics (such as codeine, hydrocodone and oxycodone),sleeping aids, benzodiazepines {such as valium, Xanax and Ativan), and ADHD medications such as concerta, metadata, Ritalin, and vyvanse). To comply with these laws, I acknowledge and agree to the following:

1. Prescriptions for most controlled substance medications can only be written for a 30 day supply.
2. I agree that only my physician will prescribe controlled substance medication. I will not obtain or use any controlled substances from a source other than my physician. I will instruct my other physicians to confer with my physician for any changes or need for additional controlled substance medication. If it Is discovered that other providers are prescribing medications for me, my physician reserves the right to discontinue prescribing medications and/or discharge me from the clinic.
3. Refills must be written {i.e., they cannot be faxed or phoned in). I will need to come in and pick up the prescription. All medicine should be filled at the same pharmacy, when possible. The pharmacy I have selected is:(name/phone)

   _____
4. My physician's office requires a 72 hour notice to refill prescriptions. Prescriptions can only be refilled during normal business hours. They will NOT be refilled at night or on weekends. I must provide proof of identity to pick up my prescription for controlled substances.
5. I must be seen by my doctor every 3 months to continue to get refills.
6. My physician's office is not responsible for any controlled substance medications that have been misplaced, lost or stolen. Controlled substances cannot be refilled before the renewal date.
7. Routine blood work and random urine drug screens may be part of my treatment plan. I agree to have them done on the day my physician requests it.
8. If I do not follow these policies, my physician will not be able to continue to prescribe these medications for me.
9. It is a crime to obtain narcotics under false pretenses. This could include getting medications from more than one doctor, misrepresenting myself to obtain medications, using them in a manner other than prescribed or diverting the medications in any other way (selling). If my physician has reason to believe that I have violated this agreement, the physician has the right to notify and cooperate with law enforcement. If the responsible legal authorities have questions concerning my treatment, as might occur, for example, if I were obtaining medications at several pharmacies, all confidentiality is waived, and these authorities may be given full access to my records.
10. My physician has the right to discontinue controlled substance medications and discharge me from care if any of the following occur.
    - I trade, sell, misuse or share medication with others;
    - The clinic discovers I have broken any part of this agreement;
    - I do not go for blood work or urine tests when asked;
    - My blood or urine shows the presence of medications that my physician is not aware of, the presence of illegal drugs or does not show medications that I am receiving a prescription for;
    - I get controlled substances from sources other than Florida Medical Clinic physicians;
    - I exhibit any aggressive behavior toward the physicians or staff;
    - I consistently miss appointments.

I hold Elite Behavioral Medicine LLC physicians harmless from any liability in the event I am dismissed from the practice for failure to abide by this agreement. I have read and understand the above policy.

_____ _____
Patient/Guardian Signature Date

_____ _____
Printed Patient's Name DOB

_____
Witness

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## Please read everything carefully before signing. This applies to all provider appointments at the Elite Behavioral Medicine LLC.

• NO SHOW POLICY: All cancellations of scheduled appointments require a 24 hours advanced notice and must be completed during business hours. Any patient who fails to show up for their scheduled appointment or cancels their appointment without a 24 hour notice will be considered No Shows and assessed a $100.00 no show fee.

• Additionally, any patient who has two such no shows will be considered to have dropped out of treatment and discharged from the practice. They will need to seek further treatment with a new provider on their insurance plan.

• Please note that the automated reminder call is only a courtesy service we provide and is NOT to be relied upon as a reminder for your appointment. It is the patient's responsibility to remember their appointment.

• FORMS POLICY: All forms that need to be completed by a provider require prepaid fee of $ 100.00 (for up to 2 pages) and $ 150.00 (for 3 or more pages). The forms will be completed within 5 to 7 days. The provider reserves the right to refuse to fill out any forms at their discretion.

• PRESCRIPTION DENIAL POLICY: When the insurance company denies coverage of a medication prescribed by the doctor, it is the patient's responsibility to obtain names of alternate medications covered by their insurance plan formulary. In case the medication is too costly, it is also the patient's responsibility to find more affordable alternate treatment options covered by their insurance.

• URINE ANALYSIS POLICY: Urine Screening and confirmation provides important information about how your medications are metabolized by your body. Urine screening also alerts us to the presence of any medication that is not prescribed or contraindicated. We monitor urine from time o time to time to time to assure proper use of prescribed medications on all our patients. We regularly monitor urine analysis on all patients being prescribed controlled medications. Additionally, all patients with any history of substance use will be subject to random urine drug testing as a condition of their treatment. You may be asked to submit a urine sample at any time during your treatment at the physician's discretion. Refusal to provide a sample when requested will result in discharge from the practice.

With my signature below, I acknowledge receipt of this policy update and agree to abide by it.

Patient Name: _____ DOB: _____

Parent/Guardian Name: ❑ Not Applicable

_____

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# Family History

| | Mother | Father | Brother | Sister | Other |
|---|---|---|---|---|---|
| Atherosclerosis | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Arthiritis | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Asthma | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Coronary Artery Disease | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Cancer | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Cataract | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Depression | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Diabetes Mellitus | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Eczema | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Epilepsy | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Glaucoma | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Ischemic Heart Disease | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Hypertension | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Hyperlipidemia | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Macular Degeneration | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Mental Illness | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Migraine Headache | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Osteoporosis | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Renal Disease | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Stroke | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Thyroid Disease | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |
| Other | ☐ Y | ☐ Y | ☐ Y | ☐ Y | ☐ Y |

| | | |
|---|---|---|
| Family History of Adopted | ☐ Y | ☐ N |
| Family history of Unknown/unreported | ☐ Y | ☐ N |