

WELCOME

Thank you for selecting our healthcare team! To help us meet your healthcare needs, please fill out this form completely.

Date:	Dr:		Chart #:			
Patient's Name: First		_ MI Last				
Patient's Address:		City	StateZip			
Employer Name:			City:			
Which doctor referred you?	w	ho is your Primary (Care Physician?			
Email Address		Nickname	<u> </u>			
Contact Preference	Phone 🗋 Mail 🗋 Ema	ail 🔲 Secure Mes	ssaging			
Sex 🗋 M 🛄 F						
Home Phone #	Cell Phone #		Work Phone #			
SS #	Birthda	ate				
_	Alaskan 🗋 Asian 🗋 Blac	k or African America	owed 🔲 Separated an 🗋 Native Hawaiian 🗋 White 🗋 Other			
Emergency Contact / I	Release of Information					
			ip to Patient:			
Phone						
Additional Person For Purpose: To ensure authoriza			persons regarding patient care.			
I, and/or appointments at The (billing issues.			<i>v</i> ing individuals to be able to discuss my care and clinical staff, as well as any insurance or			
Name	Relationship	Name	Relationship			
Name	Relationship	Name	Relationship			
X Signature of Patient and/o	r Authorized Representative	Date	Witness			

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Responsible Party (If Differen	t From Patient)					
Name:	Relationship to Patient					
DOB:SS#	Address					
Work Phone	Home Phone	Mobile				
Employer Name		_City				
Primary Insurance (Please prov Primary Insurance Company		Co-Pay Amount \$				
Name Of Insured (as it appears on the	e card)	SS#				
Subscriber Name	Relations	ship to Patient				
Date of Birth	Policy #	Group #				
Employer Name		_City				
Secondary Insurance (Please p Primary Insurance Company Name Of Insured (as it appears on the Subscriber Name Date of Birth Employer Name	e card)Relations Policy #	SS# ship to Patient Group #				
Preferred Pharmacy						
Accident Information						
Is this visit related to an accident or	a specific event? 🗋 Yes 🗋 No 🛛 If ye	es, date of Injury:				
Place of Injury 🗋 Work 🔲 Auto	Other					
Current Problem (area of body)						
Left Side Right Side State I	njury Occured in:					

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GUARANTEE OF ACCOUNT

The Orthopaedic Center (TOC) requests payment for co-pays and deductibles at time of service. Your contract with your insurance carrier, depending on the type of insurance and the carrier, states that you are responsible for co-pays and deductibles at the time of service and TOC also has an agreement with your carrier to collect such fees at time of service. If your carrier has not paid your account with TOC within 60 days we ask that you pay the balance and seek settlement direct from your carrier.

If you are not covered by health insurance please ask the TOC personnel about a possible reduction in your fee for a cash payment at time of service.

If you have some other extenuating circumstance that leaves you unable to pay please ask the TOC personnel about possible resolution of debt.

I hereby authorize and assign payment directly to The Orthopaedic Center and each physician in the Group individually for any medical/surgical benefits, injury benefits due because of third party liability, or proceeds of all claims resulting from the liability of the third party until such time as the account is paid in full upon the completion of treatment.

By signing this form, I accept responsibility for reasonable costs incurred if my account becomes delinquent. I have read, understand and agree with the above.

X

Signature of Patient and/or Authorized Representative

Date

PATIENT SIGNATURE AUTHORIZATION / RELEASE OF INFORMATION

I hereby consent to and authorize TOC to furnish any insurance company, organization, hospital, physician or pharmacist any information requested with respect to any physical or mental condition and/or treatment of me or my child.

I understand the information obtained by this authorization will be used to determine eligibility for insurance and eligibility for benefits under my insurance coverage. Any information will not be released except to persons or organizations performing business or legal services in connection with the claim, or as may be otherwise lawfully required or as I may further authorize.

I agree that this authorization shall be valid until rescinded in writing or replaced by one at a later date.

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Signature of Patient and/or Authorized Representative

CONSENT FOR MEDICAL / EMERGENCY TREATMENT

I hereby consent to and authorize TOC personnel or its contractors to render usual and customary medical/emergency treatment to me. I understand the treatment provided will be in accordance with the standard of care at the time the care is provided, including but not limited to office visits, surgical procedures and interpretations of x-rays and MRIs.

X

Signature of Patient and/or Authorized Representative

Date

Witness

Date

ACKNOWLEDGEMENT TO USE AND DISCLOSE HEALTH INFORMATION FOR TREATMENT, PAYMENT OR HEALTHCARE OPERATIONS

I understand and have been offered a TOC Notice of Privacy Practices that provides a more complete description of information uses and disclosures; that I have the right to review the notice prior to signing this acknowledgement; that TOC reserves the right to change its notice and practices.

X

PAYMENT OF MEDICARE BENEFITS TO PROVIDER EXTENDED AUTHORIZATION

I certify that the information given by me in applying for payment under Title XVIII of the Social Security Act is correct. I authorize any holder of medical or other information about me to release to the Social Security Administration or its intermediaries or carriers any information needed for this or a related Medicare claim. I request that payment of authorized benefits be made directly to The Orthopaedic Center on my behalf.

Signature of Patient and/or Authorized Representative

X

X

Date

Witness

PAYMENT OF MEDICAID BENEFITS TO PROVIDER EXTENDED AUTHORIZATION

I certify that the information given by me in applying for payment under Title XIX of the Social Security Act is correct. I authorize any holder of medical or other information about me to release to the State of Alabama and/or Tennessee or its fiscal agents any information needed for this or a related Medicaid claim. I request that payment of authorized benefits be made directly to The Orthopaedic Center on my behalf.

Signature of Patient and/or Authorized Representative

Date

Witness

You agree, in order for us to service our account or to collect any amounts you may owe, we may contact you by telephone at any telephone number associated with your account, including wireless telephone numbers, which could result in charges to you. We may also contact you by sending text messages or e-mail, using any e-mail address you provide to use. Methods of contact may include using pre-recorded/artificial voice messages and/or use of an automatic dialing device, as applicable.

I/We have read this disclosure and agree that the Lender/Creditor may contact me/us as described above.

X			
Signature of Borrower/Customer	Date	Witness	

As a patient of The Orthopaedic Center, P.C., you should be aware that you may be referred to a health care facility with whom physicians of The Orthopaedic Center, P.C. may have an ownership, investment and/or financial relationship. You are, however, free to choose to obtain health care services elsewhere from another provider of your choice, and you may request to be provided with a list of alternative providers, if any, that may be available. You will not be treated differently by The Orthopaedic Center, P.C. regardless of whether you choose to obtain health care services elsewhere.

Thank you for filling out this form completely. The information you have provided will help us serve your healthcare needs more effectively and efficiently.



Patient Financial Policy

Financial Responsibility:

The following information outlines financial responsibilities related to payment for professional services as you, the patient, are ultimately responsible for all charges associated with your care regardless of insurance coverage.

Patients are expected to pay all co-pays, co-insurance, and deductibles at the time of service. Monthly statements are mailed to each patient with patient balance due expected within 30 days.

If you fail to pay the balance in full after two statements, fail to contact the collection department to make payment arrangements, or fail to pay after making agreed upon financial arrangements, your account will be sent to an outside collection agency. You will be responsible for the fees assessed by the collection agency. This outstanding debt may also be listed with local, regional, or national credit-reporting agencies and may have a negative effect on the granting of future credit.

Financial Agreement:

The undersigned agrees that in consideration for the services to be rendered to the patient, he/she individually agrees to be totally responsible for all charges for services such as DURABLE MEDICAL SUPPLIES, ORTHOVISC, SYNVISC, SUPARTZ, SYNVISC ONE, CASTING and any other non-covered charges. The undersigned agrees to assign payment for the unpaid charges from services provided by specialist and by physicians for whom The Orthopaedic Center is authorized to bill. I, the undersigned, accept the fee(s) charged as a legal and lawful debt. I understand the fee(s) charged are due at the time of service. Should it become necessary to forward my account for collection, I agree to pay all monies due, including a 33% collection fee, attorney fees, and/or court costs, if such be necessary.

Accepted Insurances:

Aetna	Great West	Principal
BCBS PMD	Mail Handlers	Pro-America
BCBS of Alabama	Medicaid	Tricare
BCBS of Tennessee	Medicaid/ Alacaid	United Healthcare
Beech Street	Medicare	
Choice Care	NAMCI	
Cigna	PHCS (Private Health Care Services)	

Because these provider networks often add or delete insurance companies, we suggest that you contact your insurance company to verify their participation. You will be responsible for any out of network balance. Also, be sure to bring a referral from your Primary Care doctor to each visit, if required by your insurance company. Otherwise, they may not pay for the services provided and you will be responsible for payment or your appointment may be rescheduled.

Separate Billing:

If you have a procedure or service outside of our office, you may receive bills from multiple parties. These may include but are not limited to The Orthopaedic Center, the surgical facility, radiology, anesthesiology, and durable medical equipment (DME).

Medicare Policy:

As a courtesy to our patients, The Orthopaedic Center accepts Medicare assignment. We will file your claims to Medicare for you, and hold billing until after Medicare has responded to the claim. Medicare will pay 80% of their allowable, and the patient, or their secondary insurance, is responsible for the remaining 20%. Naturally, your Medicare deductible must be met first.

If you supply our office with the correct billing information, we will also file with your secondary insurance carrier on a onetime basis. If your secondary insurance carrier does not pay within 60 days, you will then be responsible for the balance.

Worker's Compensation:

Worker's compensation claims are not covered by your regular insurance. Our office requires written verification by your employer of a Worker's Compensation claim. This information must be received by our office before your scheduled appointment.

Self-Pay:

Patients who do not have health insurance are advised that they need to **be prepared to pay at minimum \$150** towards their initial visit, including their initial visit when referred internally to another TOC physician. Likewise, any associated surgery will require a 50% prepayment or at minimum \$500 and the balance will be billed to the patient to be paid in full within 180 days.

For patients with no insurance, we offer an uninsured reduction to patients who pay in full at the time of service.

A healthcare credit plan (CareCredit) is available to qualified individuals. TOC will assist you in your application process. Once qualified, you will be able to pay for medical expenses immediately to take advantage of the uninsured reduction price.

Treatment of a Minor:

If the patient is a minor (under 19 years of age), the parent or guardian must sign below in addition to the authorization of treatment. The parent, guardian, or unaccompanied minor is responsible for any payment due at the time of service, and providing required referrals, insurance, and picture ID cards.

Third Party Insurance & Auto Insurance:

If your care is related to a motor vehicle accident, or third party liability, please note your medical insurance may not cover your care. We will file the insurance claim on your behalf, as well as any claims to a third party payer. We <u>do not</u> accept liens.

If third party funds are exhausted, we will automatically file claim on your behalf to your personal insurance (written letter of exhausted funds is required). If you do not have health insurance you will be responsible for the services rendered.

High Deductible Plan:

If you have a High Deductible Plan, <u>be prepared to pay for your services in full as you incur them</u>. If surgery is required you will be asked to pay in advance of booking a surgery time. There is no uninsured reduction offered to insured patients. At the time of check in, \$150 must be paid on the first visit with \$100 to be paid at check in on each subsequent office visit.

Referral Requirement:

If you have a PPO plan (e.g. Aetna Managed Care, BCBS Personal Choice, or Tricare) with which we are contracted or Medicaid, a referral authorization may be required from your primary care physician. It is the patients responsibility to obtain this referral. If we have not received an authorization prior to your arrival at the office, we have a telephone available for you to call your primary care physician to obtain it. If you are unable to obtain the referral at that time, you will be rescheduled. Please note, some of our physicians' practices are surgical based only and may require a physician referral even if your insurance carrier does not.

Additional Charges:

- Form \$25 (each form)
- For returned checks \$40
- X-ray film copies \$10/ film or \$7/CD
- Patient co-pays not paid at the time of service \$15 rebill processing fee (effective 1/1/11)
- \$20 fee will be accessed for appointments seen in our After Hours Clinic.

The undersigned certifies that he/she has read and understands the foregoing, is the patient or is duly authorized by the patient to execute the above, and accepts the terms thereof.

Signature of Patient/ Responsible Party

Date



Today's Date:				* * * * * *	ΡG	1 *
Patient's Legal Name:	<u> </u>					
Age: Ge		DC)B:	Height:	Weig	ght:
Referred by:		Fa	amily Phy	sician:	4	
1. Specific location of injury	or pai	n:Right	Left	Body Part:		
2. Was this an accident?		Yes No	(If "No",	skip to #5)		
3. If an accident, please exp	olain ho	ow it happened:				
4. What was the date of th	e accide	ent?//	Where a	id it occur?		
5. If not an accident, how lo	ong hav	ve you experienced thi	s problem	?		· · · · · · · · · · · · · · · · · · ·
6. Describe the quality of ye	our paiı	n (ex: Sharp, Dull, Con	stant, Oco	asional)		
7. What are your symptom	s?					
8. On a scale of 1 to 10 (10	being t	he worst), what is the	severity o	of your pain?		
9. What activities make the	proble	em feel worse?				
10. What makes the proble	m feel	better?				
11. What tests/procedures						
MEDICAL HISTORY: If you I					0	
O ADD/ADHD		Cancer : Colon		Heart Disease	0	Rheumatoid Arthritis
O AIDS/HIV	-	Cancer : Lung	-	Hepatitis / Jaundice	0	Scoliosis
O Alzheimer's	-	Cancer : Prostate	00	High Blood Pressure	õ	Seizures
O Anemia O Asthma	0	Colitis / Crohn's COPD / Emphysema	õ	Implantable Defibrillator Kidney Disease	00	Sleep Apnea Stomach Ulcers
O Blood Clot/DVT Leg	õ	Depression / Anxiety	õ	Lupus	õ	Stroke
O Blood Clot/Lung	õ	Diabetes	õ	Pacemaker	õ	NONE
O Cancer : Breast	0	Drug Abuse	0	Psoriasis		
O OTHER:						
and the second		Second Second	a da h	0.00		
Have you, or have you ev					No	
Have you received the FL		공영 등 문화가 가슴을 우리는 것이라.		O Yes C	S - 657	
Have you received the PN	IEUMO	NIA Vaccine within the	ne past ye	ar? O Yes C	No	St
Destanced Deservation				Dhene Mer		
Preferred Pharmacy:				Phone No:		

			-:						
	Patient's Legal Name:	1000		1995 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 - 1996 -		<u>*</u> x x >	(x x	PG2	*
1000	ICAL HISTORY: If you have		he following,	PLEASE FILL	1000			LY. Also	, please list the year
0	Appendectomy	0	Cardiac Sten	t	0	Heart Surge	ery	0	Mastectomy
0	Arthroscopy : Shoulder	0	Carpal Tunne	el Release	0	Hip Replace	ement	0	Spinal Surgery
0	Arthroscopy : Knee	0	Gallbladder		0	Hysterector	ny	0	Stomach Procedure
0	Bunionectomy	0	Gastric Bypa	SS	0	Knee Repla	cement	0	Vascular Procedure
0	OTHER:								
lave	you ever received Genera	Anesth	nesia? O y	es O No	1.5				
Yes	, did you have any proble	ms with	the Anesthes	sia? O Ye	s C	No			
Yes	, please explain:								
	CATIONS: If you take any	of the fo	llowing medi	ations DIF					I V
1200							-		
0	Adderall (Dextroamph	etamine)		Lasix (Furos			0		n (Metaxalone)
0	Ambien (Zolpidem)		0	Lexapro (Es			0	1.1.1.1.1.1	oid (Levothyroxine)
0	Buspar (Buspirone)		0	Lipitor (Atro			0		nin (Atenolol)
00	Celebrex (Celecoxib)		0	Lopressor (I	Metop	rolol)	0	Ultram	(Tramadol)
C	Celexa (Citalopram)		0	Lyrica (Preg	abalin)	0	Tylenol	(Acetaminophen)
С	Coumadin (Warfarin)		0	Mobic (Mel	oxican	n)	0	Valium	(Diazepam)
0	Cozaar (Losartan)		0	Neurontin (Gabap	entin)	0	Xanax (Alprazolam)
С	Cymbalta (Duloxetine)		0	Nexium (Es	omepr	azole)	0	Zocor (S	Simvastatin)
000	Dilantin (Phenytoin)		0	Norco/Lorta	ab/Vic	odin/Lorcet	0	Zyrtec (Cetirizine)
0	Dolophine/Metadose	Methado	one) O	Norvasc (Ar				12.00 C 10 C	(select below)
0	Insulin (Name:) 0	Percocet	in cur		0		yn/Aleve (Naproxen)
	Flexeril (Cyclobenzapri		0	Plavix (Clop	idogre	n	0		Advil (Ibuprofen)
000	Flomax (Tamsulosin)	ine)	0	Pravachol (I	-		-		Supplements (list)
õ		1	õ			Contraction of the second		vitami	i Supplements (list)
	Glucophage (Metform		0	Prinivil/Zest				_	
0	HCTZ (Hydrochlorothia		0	Prozac (Fluc			~		
0	Klonopin (Clonazepam	i)	0	Robaxin (M	ethoca	arbamol)	0	NONE	
0	OTHER:								
_									
LLER	RGIES: If you have allergies	s to any o	of the following	ng, PLEASE F	ILL IN	THE OVAL C	OMPLE	TELY.	
0	Amoxicillin	О нуа	rocodone	0	Late	x		0 5	ulfa Drugs
С	Ampicillin	O Insu		0	Nick	el/Metal			ape/Adhesive
0	Bactrim / Septra	O lodi	ne/Shellfish	0	Peni	cillin		-	easonal Allergies
0	serence serence	O Kefl		0	Sept				NONE
	Cefzil / Keflex / Suprax)								
0	Codeines								
	Construction of the second sec								
2	OTHER:								

www.systemedx.cor

Today's Date: Patient's Legal Name:



SOCIAL HISTORY: PLEASE FILL IN THE OVAL COMPLETELY to answer the following questions.

김 성 전쟁을 받는 것을 다 가지 않는 것을 다 가지 않는 것을 수 있다.	Yes ONO Appoximate AGE when you started? Smoking O Smokeless Vapor O Chewing O 3 O 4 >
Please Select a Smoking Status:ONEVER smokerOFORMER smokerOCURRENT Everyday Smoker	 CURRENT Sometimes Smoker LIGHT Tobacco User HEAVY Tobacco User Current Status Unknown Unknown if Ever Smoked
Do you use Alcohol? O Yes O	No Drinks per Day? O 1-3 O 4-6 O 7+ O Occasional
Marital Status? O Single O Marital Status? O Single O Marital Status? O 1 O 2 O Hand Dominance? O Right O L Currently Working? O Yes O Marital Statements of the statement of th	03 04 05> eft OAmbidextrious
FEMALES ONLY: Could you be pregna	nt? O Yes O No Last Menstural Cycle?

FAMILY HISTORY: PLEASE FILL IN THE OVAL COMPLETELY if you have a family member with the following:

O Unknown / Adopted

	Father	Mother	Brother	Sister	Son	Daughter	Other
AIDS/ HIV	0	0	0	0	0	0	0
Anemia	0	0	0	0	0	0	0
Blood Clots	0	0	0	0	0	0	0
Cancer (Breast)	0	0	0	0	0	0	0
Cancer (Colon)	0	0	0	0	0	0	0
Cancer (Lung)	0	0	0	0	0	0	0
Cancer (Prostate)	0	0	0	0	0	0	0
Coronary Artery Disease	0	0	0	0	0	0	0
Diabetes	0	0	0	0	0	0	0
Gout	0	0	0	0	0	0	0
Heart Attack	0	0	0	0	0	0	0
Hemophilia	0	0	0	0	0	0	0
Hypertension	0	0	0	0	0	0	0
Kidney Disease	0	0	0	0	0	0	0
Liver Disease	0	0	0	0	0	0	0
Muscle Disease	0	0	0	0	0	0	0
Osteoarthritis	0	0	0	0	0	0	0
Osteoporosis	0	0	0	0	0	0	0
Rheumatoid Arthritis	0	0	0	0	0	0	0



Today's Date:_____

Patient's Legal Name:



REVIEW OF SYSTEMS: If you have any of the following PLEASE FILL IN THE OVAL COMPLETELY.

Please make a selection for EACH BOX.

0000	CONSTITUTIONAL Weight Loss / Gain Weakness Loss of Appetite NONE	ENDOCRINE Thyroid Trouble Low Blood Pressure Excessive Thirst NONE	CARDIOVASCULAR Chest Pain Cirregular Heart Beat Swelling of Legs / Feet NONE	GASTROINTESTINAL C Rectal Bleeding Gallbladder Trouble Liver Problems NONE
0000	HEMATOLOGICAL Bleeding Problems Easy Bleeding Easy Bruising NONE	EENT Blurred Vision Hoarseness Ears Ringing NONE	INTEGUMENTARY Rashes Skin Ulcers Changes in Skin NONE 	RESPIRATORY Shortness of Breath Pain when Breathing NONE
00000	GENITO URINARY Bladder Problems Incontinence Kidney Stones Burning Urination NONE	MUSCULOSKELETAL Joint Pain Cramps Limitation in Activity Muscle Pain NONE 	MENTAL HEALTH Nervousness Depression Sleep Disorder Fainting Spells NONE 	NEUROLOGICAL Headache Dizziness Seizures Numbness / Tingling Faintness NONE

I hereby certify by my signature that the medical information given on this form is correct to the best of my knowledge.

Patient Signature _____

Date

OR PHYSICIAN	JSE ONLY	' :		1.000				
HYSICAL EXAM	NATION			Vitals Signs B	/P	P	R	т
	Within Nor	mal Limits?	Findings					
	YES	NO						
HENT			-					
yes								
Neck								
Heart								
ungs								
Abdomen								
Neurological								
Musculoskeletal								
Other Data								
MPRESSION/DI	GNOSIS:					· · · · · · · · · · · · · · · · · · ·		
PLAN:								
The patient has be	en advise	d of the pla	n and/or pro	ocedure, including t	he potential	risks and ben	efits, and agre	es to proceed.
hysician Signati	ire					D	ate/Time	