

Pediatric Consultation

Child's Name: _____ Birthdate: _____
Parent / Legal Guardian's Name(s): _____
Address: _____ Age: _____
City, State, Zip: _____ SS#: _____

Insurance Information

Insurance Company: _____ ID#: _____
Group #: _____ Person Responsible for Account: _____

Assignment & Release

I, the undersigned, certify that I (or my dependent) have insurance coverage as stated above and assign directly to Bukaty Family Chiropractic all insurance benefits, if any, otherwise payable to me for services rendered. I understand that I am financially responsible for all charges whether or not paid by insurance. I hereby authorize the use of this signature on all insurance submissions.

Responsible Party: _____ Date: _____

List child's chief complaints:

1. _____ How Long? _____
2. _____ How Long? _____
3. _____ How Long? _____

Child's Crawling Age: _____ Any problems crawling? NO YES If yes, explain? _____

List any medication child is currently taking: _____

List any medication the child has taken in the past year: _____

List Childhood diseases: _____

Has your child ever been hospitalized? NO YES If yes, when? _____

Has your child had an operation? NO YES If yes, when? _____

What sports or recreational activities does your child participate in? _____

Pregnancy / Childbirth Questionnaire

The vast majority of our patients have experienced dozens of impacts that could cause subluxated vertebrae. Car accidents, sprains, strains, falls and even the birthing process itself can cause major displacements of the spine (subluxations), which may result in abnormal health conditions.

Were there any complications in your pregnancy or delivery? NO YES
If yes, please explain _____

How long was your labor? _____

Did the doctor use forceps or other devices for delivery? NO YES _____

Were you induced? NO YES Did you have a nerve block? NO YES

Did you receive any medication during labor? NO YES _____

Was your child born by C-Section? NO YES

Was your child a breach birth? NO YES

Did you ever smoke during pregnancy? NO YES

Did you drink alcohol during pregnancy? NO YES

Other _____

Traumas / Falls Questionnaire

47% of children fall on their head by the age of one and they have at least 200 or more major falls by the age of 5.

Has your child ever been in an auto accident? NO YES

If yes, please explain _____

Has your child ever had any spills or falls that concerned you? NO YES

If yes, please explain _____

Has your child ever fallen down the stairs NO YES

If yes, please explain _____

Has your child ever hit his/her head? NO YES

If yes, please explain _____

Has your child ever fallen off a bike? NO YES

If yes, please explain _____

Terms of Acceptance

When a patient seeks chiropractic health care and we accept a patient for such care, it is essential for both to be working towards the same objective. It is important that each patient understands both the objective and the method that will be used to attain it. This will prevent any confusion or disappointment.

Adjustment: An adjustment is the specific application of forces to facilitate the body's correction of vertebral subluxation. Our chiropractic method of correction is by specific adjustments of the spine.

Health: A state of optimal physical, mental, and social well-being, not merely the absence of disease or infirmity.

Vertebral Subluxation: A misalignment of one or more of the 24 vertebra in the spinal column which causes alteration of nerve function and interference to the transmission of mental impulses, resulting in a lessening of the body's innate ability to express its maximal health potential.

We do not offer to diagnose or treat any disease. We only offer to diagnose either vertebral subluxations or neuromusculoskeletal conditions. However, if during the course of a chiropractic spinal examination, we encounter non-chiropractic or unusual findings, we will advise you. If you desire advice, diagnosis or treatment for those findings, we will recommend that you seek the services of another health care provider.

Regardless of what the disease is called, we do not offer to treat it. No do we offer advice regarding treatment prescribed by others. OUR ONLY PRACTICE OBJECTIVE is to eliminate the major interference from spinal subluxations. Our only method is specific adjusting to correct vertebral subluxations. However, we may use other procedures to help your body hold the adjustments. However, we may use other procedures to help your body hold the adjustments.

All questions regarding the doctor's objectives pertaining to my care in this office have been answered to my complete satisfaction.

I therefore accept chiropractic care on this basis.

I, _____ being the parent or legal guardian of _____
Print Name Print Name

have read and fully understand the above terms of acceptance and hereby grant permission for my child to receive chiropractic care

Parent / Guardian Signature: _____ Date: _____

Financial Policy Agreement

Our first concern in this office is to provide you, our patient, with excellent chiropractic care. If you have Chiropractic Insurance, we are interested in you receiving maximum benefits.

However, please be advised:

1. **Your insurance policy is a legal contract between you, your employer, and the Insurance Company. We, as healthcare providers, are NOT a party to that contract.**
2. We are contracted in-network with: Independent Health, Blue Cross Blue Shield, Empire, Aetna, United Health Care. We also accept Worker’s Compensation, No Fault and Medicare.
3. “Usual & Customary” is a term used by the Insurance Company instead of “**our benefits are low.**” Usual and customary fees are reviewed on an average of once every ten years. The key is, you will get back only what your employer puts in...less profits of the insurance company.
4. **You remain ultimately responsible for all charges incurred in this office.**
5. **Your signature is your acknowledgement that you are FINANCIALLY RESPONSIBLE for ALL UNPAID charges by your insurance company.**
6. **You will be charged a late cancellation/No show fee of \$35 for any appointment you do not show up to or that is not canceled 24hrs prior to your appointment time.**
7. **In the event of a default on your account, that account is sent to collections for non-payment is subject to an added interest fee.**

Insurance: If you have health insurance that covers chiropractic care, and our office is in-network with our insurance, we will submit your claim to your insurance company. Please note that your designated chiropractic co-pay will be paid in full to our office at each visit. You will be responsible for payment of any non-covered amounts your insurance company does not pay to our office including deductibles and co-insurances.

No Insurance: If you do not have health insurance, have out-of-network coverage, **or decide to OPT OUT of using your health insurance policy**, you will be responsible for payment of our regular office fees at time of service. You may also purchase one of our pre-paid visit plans. *

Please note that our office WILL NOT BACK BILL ANY CLAIM DATES if you decide to utilize your health insurance policy in the future.

*Pre-paid visit plans, co-payments, & special discounts **cannot** be submitted to your insurance company for reimbursement *but they can be submitted to a flex spending account (FSA) for reimbursement.*

Having health insurance does NOT guarantee payment of services.

For your convenience, we accept cash, personal checks*, MasterCard, Visa, and Discover. *please note that any personal checks returned for non-sufficient funds will be charged an additional fee.

All questions regarding insurance and other financial matters should be addressed to our Office Manager or our Medical Biller. We want you to be comfortable dealing with these matters and believe open communication will enhance the positive outcome we all desire.

I, (print name) _____ have read & understand & agree to the above policies.

Patient Signature: _____ Date: _____

Text Reminder Permission

As the age of technology keeps growing, our office would like to be a part of that growth and are now utilizing our *text reminder system*. In order for us to do this; we need the information below authorized from you to put in our computer system. Text reminders go out the day before appointments.

Patient Name (please print): _____

Name of Parent Guardian (please print): _____

Cell Phone Number with Area Code: _____

Cell Phone Carrier (ex: Verizon, Sprint, etc...): _____

Email Address: _____

I hereby authorize BUKATY FAMILY CHIROPRACTIC to text the above cell phone number for appointment reminders.

Initial _____

I hereby authorize BUKATY FAMILY CHIROPRACTIC to email me upcoming events and other information notices.

Initial _____

Please note: The appointment texting through our patient software program is for appointment reminders only! Please still feel free to use our regular texting line for information, appointment changes and cancellations, etc. That number is 716-771-2320.

Patient Records of Disclosure

In general, the HIPPA privacy rule gives individuals the right to request a restriction on uses and disclosures of their protected health information (PHI). The individual is also provided the right to request confidential communications or that a communication of PHI be made by alternative means, such as sending correspondence to the individual's office instead of the individual's home.

I WISH TO BE CONTACTED IN THE FOLLOWING MANNER (Check all that apply)

- OK to confirm your appointments by email, text or phone
- OK to discuss your condition with any members of you family. If yes, provide names: _____
- OK to leave message with detailed information or call back number
- OK to leave message with call back number only
- OK to mail postcards to home
- OK to use name in waiting room
- OK to use your name on the referral board

We utilize an open therapy room. We make good faith attempts to keep our conversations at a low level. We offer every patient the opportunity to be treated in a private room if requested.

Patient (Parent/Guardian) Signature: _____ Date: _____

Print Name: _____ DOB: _____

Medical Release Form

Bukaty Family Chiropractic

www.bukatychiropractic.com

Phone: 716-627-3668 · Fax: 716-627-2332 · Text: 716-771-2320

1. I HEREBY AUTHORIZE:

Release information to: _____ Relationship to Patient: _____

Name of Health Care Provider, Street Address, City, State, Zip Code

2. INFORMATION REGARDING:

(Print First and Last Name)

(Date of Birth)

3. TYPE OF INFORMATION TO BE DISCLOSED:

a. Records regarding treatment for:

b. Records regarding treatment for:

c. Specific information requested (please specify below):

___ History and Physical ___ Consultations ___ SOAP notes ___ X-Ray ___ Other (Specify): _____

4. YOUR RIGHTS WITH RESPECT TO THIS AUTHORIZATION:

Right to Inspect or Copy the Health Information to Be Used or Disclosed

I understand that I have the right to inspect or copy the health information I have authorized to be used or disclosed by this authorization form. I may arrange to inspect my health information or obtain copies of my health information by contacting The Medical Records Department.

Right to Receive Copy of This Authorization

I understand that I am under no **obligation to sign this form and that** the person(s) and/or organization(s) listed above who I am authorizing to use and/or disclose my information may not condition treatment or payment on my decision to sign this authorization.

Right to Revoke This Authorization

I understand that I may revoke this authorization in writing at any time. To obtain information on how to revoke my authorization or to receive a copy of my revocation, I may contact the Medical Records Department. I am aware that my revocation will not be effective as to uses and/or disclosures of my health information that the person(s) and or organization(s) listed above have already made in reference to this authorization.

Patient (Parent/Guardian) Signature _____ Date: _____

Office Staff _____ Date: _____

NOTICE OF PRIVACY PRACTICES (HIPAA NOTICE)

Bukaty Family Chiropractic
www.bukatychiropractic.com

Phone: 716-627-3668 · Fax: 716-627-2332 · Text: 716-771-2320

This notice describes how information about you may be used and disclosed and how you can get access to this information. Please review it carefully.

Your Rights

When it comes to your health information, you have certain rights. This section explains your rights and some of our responsibilities to help you.

Get an electronic or paper copy of your medical record:

You can ask to see or get an electronic or paper copy of your medical record and other health information we have about you. Ask us how to do this. We will provide a copy or a summary of your health information, usually within 30 days of your request. We may charge a reasonable, cost-based fee.

Ask us to correct your medical record:

You can ask us to correct health information about you that you think is incorrect or incomplete. Ask us how to do this. We may say “no” to your request, but we’ll tell you why in writing within 60 days.

Request confidential communications:

You can ask us to contact you in a specific way (for example, home or office phone) or to send mail to a different address. We will say “yes” to all reasonable requests.

Ask us to limit what we use or share:

You can ask us **not** to use or share certain health information for treatment, payment, or our operations. We are not required to agree to your request, and we may say “no” if it would affect your care. If you pay for a service or health care item out-of-pocket in full, you can ask us not to share that information for the purpose of payment or our operations with your health insurer. We will say “yes” unless a law requires us to share that information.

Get a list of those with whom we’ve shared information:

You can ask for a list (accounting) of the times we’ve shared your health information for six years prior to the date you ask, who we shared it with and why. We will include all the disclosures except for those about treatment, payment, and health care operations, and certain other disclosures (such as any you asked us to make). We’ll provide one accounting a year for free but will charge a reasonable, cost-based fee if you ask for another one within 12 months.

Get a copy of this privacy notice:

You can ask for a paper copy of this notice at any time, even if you have agreed to receive the notice electronically, we will provide you with a paper copy promptly.

Choose someone to act for you:

If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your health information. We will make sure the person has this authority and can act for you before we take any action.

File a complaint if you feel your rights are violated:

You can complain if you feel we have violated your rights by contacting us. You can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints. We will not retaliate against you for filing a complaint.

Your Choices

For certain health information, you can tell us your choices about what we share. If you have a clear preference for how we share your information in the situations described below, talk to us. Tell us what you want us to do, and we will follow your instructions.

In these cases, you have both the right and choice to tell us to:

Share information with your family, close friends, or others involved in your care. Share information in a disaster relief situation. Include your information in a hospital directory. If you are not able to tell us your preference, for example if you are unconscious, we may go ahead and share your information if we believe it is in your best interest. We may also share your information when needed to lessen a serious and imminent threat to health or safety.

In these cases we never share your information unless you give us written permission:

Marketing purposes. Sale of your information. Sharing of psychotherapy notes.

In the case of fundraising:

We may contact you for fundraising efforts, but you can tell us not to contact you again.

Our Uses and Disclosures

How do we typically use or share your health information? We typically use or share your health information in the following ways:

Treat you:

We can use your health information and share it with other professionals who are treating you. Example: A doctor treating you for an injury asks another doctor about your overall health condition.

Run our organization:

We can use and share your health information to run our practice, improve your care, and contact you when necessary. Example: We use health information about you to manage your treatment and services.

Bill for your services:

We can use and share your health information to bill and get payment from health plans or other entities. Example: We give information about you to your health insurance plan so it will pay for your services.

How else can we use or share your health information?

We are allowed or required to share your information in other ways – usually in ways that contribute to the public good, such as public health and research. We have to meet many conditions in the law before we can share your information for these purposes. For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/index.html.

Help with public health and safety issues:

We can share health information about you for certain situations such as preventing disease, helping with product recalls, reporting adverse reactions to medications, reporting suspected abuse, neglect, or domestic violence, preventing or reducing a serious threat to anyone's health or safety.

Do research:

We can use or share your information for health research.

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Comply with the law:

We will share information about you if state or federal laws require it, including with the Department of Health and Human Services if it wants to see that we're complying with federal privacy law.

Respond to organ and tissue donation requests:

We can share health information about you with organ procurement organizations.

Work with a medical examiner or funeral director:

We can share health information with a coroner, medical examiner, or funeral director when an individual dies.

Address workers' compensation, law enforcement, and other government requests:

We can use or share health information about you for worker's compensation claims, for law enforcement purposes or with a law enforcement official, with health oversight agencies for activities authorized by law, for special government functions such as military, national security, and presidential protective services.

Respond to lawsuits and legal actions:

We can share health information about you in response to a court or administrative order, or in response to a subpoena.

Our Responsibilities

- We are required by law to maintain to privacy and security of your protected health information.
- We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- We must follow the duties and privacy practices described in this notice and give you a copy of it.
- We will not use or share your information other than as described here unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.
- For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/noticepp.html

Changes to the Terms of This Notice:

We can change the terms of this notice, and the changes will apply to all information we have about you. The new notice will be available upon request.

Please review and sign our Practice Policies

Insurance Information/Assignment of benefits: Patients are required to provide Bukaty Family Chiropractic with current and accurate insurance information at every visit. Please be sure to provide us with accurate information to avoid unexpected out of pocket costs. The service(s) you have elected to participate in implies a financial responsibility on your part. Some services are not covered by some insurances. IE: Decompression, Re-exams, extended visits, discussion of supplements and extremity adjustments. The responsibility obligates you to ensure payment in full to Bukaty Family Chiropractic fees for these services.

In addition, most insurance companies have additional stipulations that may affect your coverage. If your insurance carrier denies any part of your claim, or if you or your doctor elects to continue treatment, you will be responsible for your balance in full. By signing below, you authorize Bukaty Family Chiropractic to furnish information to insurance carriers concerning your illnesses and treatments and hereby assign all payments for medical services rendered to you or your dependents to Bukaty Family Chiropractic. Furthermore, you will be held responsible for any amount not covered by your insurance plan. Initials _____

Co-pay, Deductibles, POS Plans, Private Payments and Unpaid Balances: In accordance with the provision of your insurance plan, you may be required to pay for a portion or all of your treatment. As a result, if you have a co-pay, deductible, or point of service plan or if you are a private paying patient, **Payment is required at the time of service.** That amount will be credited against the cost of the service rendered, but in many cases will not cover the full amount. Bukaty Family Chiropractic requires you to contact your insurer's member services for information on your coverage and out-of-pocket expenses. Should you need to discuss this payment policy, you may contact our office manager at 716-627-3668 ext 4 **prior** to your appointment. Please note it is within our discretion to take current payments and apply them to existing unpaid balances or move credit balances to future appointments. If for any reason you maintain an unpaid balance on your account and fail to work out a payment arrangement with us, after 90 days your account will be turned over to a collection agency, proceedings will begin and you will be discharged from care. Accounts sent to collections will have a 30% collection fee added to the balance along with applicable attorney fees. Initials _____

Appointment Cancellation and No-Show Policy: Your scheduled appointment is time reserved especially for you. **We require a minimum of 24-hours advance notice for cancellation of an appointment to allow us to offer this time to other patients.** Appointments rescheduled within 24 hours will be assessed a \$35 late cancellation / no-show fee. All assessed fees are collected at the time of scheduling the next appointment. Patients will not be able to reschedule an appointment until all fees are paid.

I have read and agree to all of the above policies. I understand that my failure to comply with any of these policies may result in discharge from the medical practice.

Print Name: _____ Date of Birth: _____

Signature: _____ Date: _____

*Patient with NO Fault or Workers Compensation will be handled in compliance with NYS law with regard to payment and benefits.

Jan 2022

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Consent to Treat Minor Patient without Parent/Legal Guardian Present

By law, any child under the age of 18 years cannot be seen by a doctor without consent from a parent or legal guardian. If the minor arrives with someone other than a parent or legal guardian, we must have written permission from the parent or legal guardian that this person has been appointed to act on your behalf.

Minor's Name _____ **DOB:** _____

For those occasions when you may visit without your child, **please list those individuals who may give us consent to see your child:**

Name Relationship to Patient

Name Relationship to Patient

Limitations:

Identify any specific limitations on the kinds of medical services for which this authorization is given.

- Check here if you wish to give consent for the minor to receive medical care without an accompanying adult. This consent may apply to minors age 16 and older. This consent shall be in effect for _____ date only or
- Indefinitely, until revoked by written communication

Authorization:

I (parent/legal guardian name) _____ request and authorize Bukaty Family Chiropractic and its personnel to deliver routine medical care of my child listed above as may be deemed necessary or advisable in the diagnosis and treatment of the minor child. I am also aware that the adult presenting the child is responsible for payment of the patient portion at the time of service.

I have read, understand, and give my consent as stipulated above. My signature means that I have read this for and / or have had it read to me and explained in the language that I can understand.

Parent of Legal Guardian – Please Print Relationship

Parent of Legal Guardian Signature Date