

WEST CHESTER ACUPUNCTURE and CHIROPRACTIC

Dr. Julie B. Hilbert, DC, FIAMA, Dipl.Ac.
Dr. Burton T. Young, DC, FIAMA, Dipl.Ac.
7665 Monarch Court, Suite 110
West Chester, OH 45069
513-777-9428 Phone
513-777-3628 fax

CONSENT TO TREATMENT OF A MINOR CHILD

I hereby authorize Julie Hilbert, DC, FIAMA, Dipl.Ac. and/or Burton Young, DC, FIAMA, Dipl.Ac. to administer treatment

as she/he so deems necessary to my _____
Son/Daughter

Please print child's full name

Date _____

Signature of Parent or Guardian

Relationship to Minor

PRINT: Parent or Guardian's address
responsible for Patient financial statements

Phone Number

Witness

MEDICAL HISTORY

Patient Name _____

Main Complaints 1 _____ 2 _____ 3 _____

When did symptoms begin? _____ What caused this condition? _____

****If this is due to a Personal Injury (auto accident) or Worker's Compensation, please notify front desk immediately.**

General

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Poor Appetite | <input type="checkbox"/> Heavy appetite | <input type="checkbox"/> Change in appetite: (how) _____ | |
| <input type="checkbox"/> Poor Sleep | <input type="checkbox"/> Heavy sleep | <input type="checkbox"/> Insomnia | <input type="checkbox"/> Hours of sleep: _____ |
| <input type="checkbox"/> Waking at night | <input type="checkbox"/> Trouble waking | <input type="checkbox"/> Trouble going back to sleep | <input type="checkbox"/> Hours of sleep _____ |
| <input type="checkbox"/> When to bed: _____ | <input type="checkbox"/> When to wake | <input type="checkbox"/> Dreams | <input type="checkbox"/> Fatigue |
| <input type="checkbox"/> Tremors | <input type="checkbox"/> Vertigo | <input type="checkbox"/> Cold Hands | <input type="checkbox"/> Cold feet |
| <input type="checkbox"/> Cold back | <input type="checkbox"/> Cold abdomen | <input type="checkbox"/> Fevers | <input type="checkbox"/> Chills |
| <input type="checkbox"/> Night Sweats | <input type="checkbox"/> Sweat easily | <input type="checkbox"/> Cravings | <input type="checkbox"/> Localized weakness |
| <input type="checkbox"/> Poor coordination | <input type="checkbox"/> Sudden energy drop | <input type="checkbox"/> Sudden increase in energy | <input type="checkbox"/> Peculiar tastes/odors |
| <input type="checkbox"/> Strong thirst | <input type="checkbox"/> Bleeding/bruising easily | <input type="checkbox"/> Best time of day _____ | <input type="checkbox"/> Worst time of day _____ |

Skin & Hair

- | | | | |
|--|----------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Dandruff | <input type="checkbox"/> Eczema | <input type="checkbox"/> Hives | <input type="checkbox"/> Itching |
| <input type="checkbox"/> Pimples | <input type="checkbox"/> Purpura | <input type="checkbox"/> Rashes | <input type="checkbox"/> Ulcerations |
| <input type="checkbox"/> Changes in hair/skin: _____ | | <input type="checkbox"/> Other hair or skin problems: _____ | |

Head, Eyes, Ears, Nose & Throat

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Dizziness | <input type="checkbox"/> Concussions | <input type="checkbox"/> Earaches | <input type="checkbox"/> Ringing in ears |
| <input type="checkbox"/> Poor hearing | <input type="checkbox"/> Facial pain | <input type="checkbox"/> Facial paralysis | <input type="checkbox"/> Eye strain |
| <input type="checkbox"/> Eye pain | <input type="checkbox"/> Poor vision | <input type="checkbox"/> Blurry vision | <input type="checkbox"/> Night blindness |
| <input type="checkbox"/> Color blindness | <input type="checkbox"/> Cataracts | <input type="checkbox"/> Spots in eyes | <input type="checkbox"/> Nosebleeds |
| <input type="checkbox"/> Sinus problems | <input type="checkbox"/> Mucus | <input type="checkbox"/> Dry throat | <input type="checkbox"/> Dry mouth |
| <input type="checkbox"/> Copious saliva | <input type="checkbox"/> Teeth problems | <input type="checkbox"/> Gum problems | <input type="checkbox"/> Jaw clicks |
| <input type="checkbox"/> Grinding teeth | <input type="checkbox"/> Sores on lips or tongue | <input type="checkbox"/> Recurrent sore throats | <input type="checkbox"/> Migraines |
| <input type="checkbox"/> Headaches | <input type="checkbox"/> Other head or neck: _____ | | |

Cardiovascular

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> High blood pressure | <input type="checkbox"/> Low blood pressure | <input type="checkbox"/> Chest pain | <input type="checkbox"/> Irregular heartbeat |
| <input type="checkbox"/> Dizziness | <input type="checkbox"/> Fainting | <input type="checkbox"/> Cold hands/feet | <input type="checkbox"/> Swelling in hands/feet |
| <input type="checkbox"/> Blood clots | <input type="checkbox"/> Phlebitis | <input type="checkbox"/> Difficulty breathing | <input type="checkbox"/> Other: _____ |

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4/28/2020

MEDICAL HISTORY

Patient Name _____

Respiratory

- Cough
- Coughing up blood
- Production of phlegm
- Asthma
- Bronchitis
- Pneumonia
- Tight chest
- Difficulty when laying down
- Other lung problems: _____

Gastrointestinal

- Nausea
- Vomiting
- Diarrhea
- Gas
- Belching
- Constipation
- Bad Breath
- Rectal pain
- Black stools
- Sensitive abdomen
- Pain or cramps
- Bloody stools, odor
- Hemorrhoids
- Laxative use
- Undigested food

Genitourinary

- Pain with urination
- Blood in urine
- Cloudy urine
- Urgency to urinate
- Unable to hold urine
- Unable to complete
- Dribbling
- STD
- Urinary tract infection
- Kidney stones
- Prostate problems
- Wake to urinate

Gynecology Pregnancy

- Age at first menses _____
- Pregnancies # _____
- Irregular Periods
- Menopause
- Last PAP _____
- Births # _____
- Painful periods
- Clots
- Last Menses _____
- Miscarriages
- Vaginal Discharge
- Breast lumps
- Birth Control
- Premature births _____
- Changes to body/psyche prior to menstruation

Neuropsychological

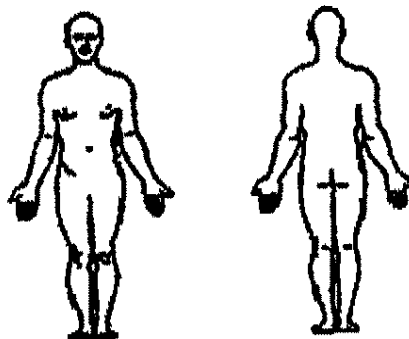
- Depression
- Areas of numbness
- Bad temper
- Concussion
- Treated for emotional problems
- Anxiety
- Considered/Attempted suicide
- Easily stressed
- Other: _____
- Poor memory
- Seizures

Musculoskeletal

- Neck pain
- Limb pain
- Back pain
- Muscle pain
- Joint pain
- Sharp quality
- Distanding quality
- Burning quality
- Better/worse with heat
- Better/worse with cold
- Better/worse with movement
- Better/worse with pressure
- Fixed location
- Dull quality
- Radiating quality
- Stabbing quality

Put a mark on the scale to indicate you present level of pain:
 No Discomfort 1 2 3 4 5 6 7 8 9 10 Worst possible Discomfort

Mark location of pain or injury:



4/28/2020

MEDICAL HISTORY

Patient Name _____

Significant illnesses (list date of diagnosis)

- Cancer
- Hepatitis
- HIV
- Surgeries (type & date):
- Diabetes
- Rheumatic Fever
- Heart Disease

- High Blood Pressure
- Thyroid Disease
- Seizures

Other: _____

Significant Trauma (type and date):

Miscellaneous Information:

Birth History (prolonged labor, premature, forceps delivery, etc.): _____

Allergies (drugs, chemicals, food, etc.): _____

Medication (name and dosage, include vitamins and herbs): _____

Occupational Stresses (chemical, physical, psychological): _____

Exercise (type and frequency): _____

Average daily diet (list morning, afternoon and evening): _____

Family History

- Cancer
- Stroke
- Alcoholism
- Diabetes
- Seizures
- Multiple sclerosis

- High Blood Pressure
- Asthma
- Other: _____

- Allergies
- Heart disease

Notes (please add anything of note)

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Terms of Acceptance

Patient Name: _____

Date: _____

The goal of our office is to enable patients to gain control of their health. To attain this we believe communication is the key. There are often topics that are hard to understand and we hope this document will clarify those issues for you.

Please read the below and if you have any questions please feel free to ask one of our staff members.

Informed Consent:

A patient, in coming to the chiropractic doctor, gives the doctor permission and authority to care for the patient in accordance with the chiropractic tests, diagnosis, and analysis. The chiropractic adjustment or other clinical procedures are usually beneficial and seldom cause any problems. In rare cases, underlying physical defects, deformities or pathologies may render the patient susceptible to injury. The doctor, of course, will not give any treatment or care if he/she is aware that such care may be contra-indicated. Again, it is the responsibility of the patient to make it known, or to learn through healthcare procedures what he/she is suffering from: latent pathological defects, illnesses or deformities which would otherwise not come to the attention of the chiropractic physician. The chiropractic doctor provides a specialized, non-duplicating health care service. Your doctor of chiropractic is licensed in a special practice and is available to work with other types of providers in your health care regimen. I understand that if I am accepted as a patient by a physician at Dr. Julie B. Hilbert/Dr. Burton T. Young's office, I am authorizing them to proceed with any treatment that they deem necessary. Furthermore, any risk involved, regarding chiropractic treatment, will be explained to me upon my request.

Consent to medical records submission:

Periodically medical records are requested by your insurance company and upon that request I agree to have all visit information sent.

Communications:

In the event that we would need to communicate your healthcare information, to whom may we do so?

Spouse: _____

Children: _____

Others: _____

No one

May we leave messages regarding your personal healthcare information on any answering device, i.e. home answering machines or voicemails? Yes No

Acknowledgement

By subscribing my name below, I acknowledge my understanding and agreement to the notice of privacy practices (HIPAA effective as of 9/23/2013). I do NOT want a copy of my HIPAA laws at this time.

By subscribing my name below, I acknowledge my understanding and agreement to the notice of privacy practices (HIPAA effective as of 9/23/2013). I have requested a copy of my HIPAA laws at this time.

Print Name: _____

Signature: _____ Date: _____

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Financial Policy 2023

Payments/deductibles and/or co-payments are due at the time of service. A payment of \$55.00 OR your Copay (if clearly marked on your insurance card) will be required at the time of service until we have verified your insurance. A current insurance card must be presented at the time service is provided. If charges are filed incorrectly due to outdated information, the complete balance then becomes your responsibility. Many of our families have Health Savings Accounts (HSA), or Health Reimbursement Accounts (HRA). You will be expected to pay at the time of service until your deductible is met. We accept cash, check, or any major credit card.

It is your responsibility to know the details of your insurance plan.
As a courtesy, we will verify your insurance coverage; however it is NOT a guarantee of benefits.

Please check which one of the following applies:

_____ **INSURANCE**

Check here for VA patients with active authorization
If your insurance is a high deductible plan, the office will collect in anticipation of your finalized claim. Once your deductible has been met, your co-insurance will be collected each visit.

_____ **MEDICARE/Advantage Plans (See ABN form)**

_____ **MEDICAID (Molina/Caresource/Ohio Job and Family Services)**
If eligible, you must bring a current Medicaid card on the first visits and at the beginning of each month thereafter when receiving treatment. Exams are not covered

_____ **WORKER'S COMPENSATION**

It is your responsibility to notify your employer and the doctor if you are seeking treatment from an injury sustained while on-the-job. This type of injury is classified as an industrial injury and will be billed accordingly. If the injury neglects to meet the requirements of the Industrial Commission and they will not pay, you are responsible for all charges incurred in this office. If you have an established claim, please notify the receptionist that you need to sign a transfer of physician form.

_____ **PERSONAL INJURY**

We do not accept third-party payer. We do not bill the at-fault. Dr. Hilbert/Dr. Young recommends that you immediately file a claim with your automobile insurance. We bill med-pay first. When all med-pay funds have been used we will bill your health insurance. At the time of service you will be responsible for the deductibles, co-pays, etc. If you do not have health insurance or med pay, then you are responsible to pay as treatment is received on the day of each visit by cash, check, or credit card. Each case is unique so please do not hesitate to ask the receptionist. Ultimately, you are responsible for all charges incurred for treatment in our office.

_____ **NO INSURANCE COVERAGE**

Patient pays all fees on the day services are rendered by cash, check, or all major credit cards.

I hereby authorize any holder of medical information to release to my insurance company or intermediaries any information needed to process a claim for payment. I request that payment be made to Julie B. Hilbert, DC, Inc. for any charges or services rendered to me by Julie B Hilbert, DC, FIAMA, Dipl.Ac. And/or Burton T Young, DC, FIAMA, Dipl.Ac. I understand I am financially responsible for any balance not covered. I agree to the terms in the Financial policy as stated above for the acupuncture and/or chiropractic care rendered to me by either of doctors mentioned above. A late fee of \$25 per month will be added to the balance, beginning at 90 days after service is rendered. Balances over 90 days past due will be forwarded to our collection agency.

Signature of Patient (Parent/Guardian)

Date

Print Name of Patient (Parent/Guardian)

Date

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2023 Massage Therapy Agreement

PAYMENT: Our office will verify your insurance benefits as a courtesy for you. However, a verification of benefits is never a guarantee of payment from the insurance company. For this reason, our office requires patients to sign a payment agreement to guarantee payment for their services. If for any reasons your insurance does not cover the services rendered, then you will be financially responsible for the entire amount owed to Dr. Hilbert and/or Dr. Young.

CHRONIC NO SHOW POLICY: This policy applies to all patients including VA or WC patients. If two appointments are missed, or less than 4-hour notice to cancel is given within a two-month period, then we will not be able to schedule, any future massage appointments in our office for the patient.

4-hour cancellation notice is required, or a fee will occur:

You must call or leave a message at the office at least 4 hours prior to your appointment to avoid a fee. If this notice is not given, then you will be charged a \$40.00 missed appointment fee on your credit card the same day that the late/missed appointment occurs. Reminder calls are done as a courtesy; you are ultimately responsible for keeping your appointment. If you are running late, please call the office so that we may inform your massage therapist. There is no fee for being late; however, your massage time may be cut short due to the schedule. This policy does not apply to VA or WC patients.

By signing below, I agree to these terms:

Patient Signature

Date

Print Name

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