



### **Our Commitment to You**

- We will provide you with the most appropriate care in the most time-efficient fashion.
- We will treat you with respect and professionalism.
- We will always do our best to keep your scheduled appointment and to minimize any wait time you may incur. However, due to circumstances beyond our control, there may be times that we must reschedule your appointment with short notice.
- In order to give you as much notice as possible, we request a phone contact so that we can reach you in person during the day, such as a business number or cell phone.
- We will do our best to move your appointment to an earlier time or date if we have a cancellation in our office schedule.
- If you have any questions regarding this information, please do not hesitate to ask us. We are here to help you.

### **General Information**

- Our office hours are very limited. It is very important that you keep your appointment.
- If you have an emergency and cannot keep your appointment, you must contact our office **no later than 48 hours** prior to your scheduled appointment date.
- We may charge a **NO SHOW FEE** if your appointment is not kept or cancelled 48 hours prior to your scheduled time.
- In order to treat you effectively and efficiently and within HIPAA guidelines, we require a registration form and several other forms be completed by you.
- We are sorry, but due to the high fax volume we are NOT able to accept any of the following documents via fax. Without the completed documents, films, tests, and referral, if appropriate, you will NOT be seen by the doctor and your appointment will be RESCHEDULED.
  1. Photo ID
  2. MRI films and reports, CT scan films and reports, bone scan reports
  3. EMG reports
  4. Primary doctor's notes, other specialists' notes (orthopedic surgeon, neurologist, psychiatrist, rheumatologist, oncologists, infectious disease physicians, etc.)
  5. List of current medications

### **Financial Policy**

- We are committed to providing you with the best possible care.
- In order to achieve your maximum allowable benefits, we need your assistance and your understanding of our payment policy.
- Payment is due in full at the time of service, unless you have made payment arrangements in advance with our business office.

Returned checks will be subject to **an additional \$35 service fee**

**Missed Appointments**

- Please help us serve you better by keeping scheduled appointments.
- **Unless cancelled at least 48 hours in advance**, our policy is to charge a **NO SHOW FEE** for missed office appointments.

**I HAVE READ the Financial Policy. I UNDERSTAND and AGREE to this Financial Policy. I GUARANTEE payment of all charges incurred for this account. I further agree to pay any attorney’s fee, court cost, and related collection fees that incurred if there is issues with payment.**

\_\_\_\_\_ X \_\_\_\_\_  
 Patient Name Signature Date

**Ketamine Infusion Therapy Disclaimer**

I wish to participate in Ketamine Infusion Therapy at LIMA Lubbock. I understand and acknowledge that Ketamine Infusion Therapy will **NOT** be covered by either federal or private payors and that my personal healthcare insurance will **NOT** cover Ketamine Infusion Therapy. Thus, I agree **NOT** to make a claim for Ketamine Infusion Therapy with my personal healthcare insurance carrier and further agree and acknowledge that I must pay by cash, check or major credit card all related healthcare costs related to the Ketamine Infusion Therapy at LIMA Lubbock.

By signing below, I accept and acknowledge that **I am opting out** of using my healthcare insurance for the Ketamine Infusion Therapy and accept paying cash, check or major credit card for these services.

**I understand clearly that Ketamine infusion therapy is NOT FDA approved.**

Acknowledged and accepted by:

\_\_\_\_\_  
 Patient Signature

## Patient Information and History

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ SEX: M F

If patient is a minor, name of parent or guardian accompanying patient: \_\_\_\_\_

Relationship to patient: \_\_\_\_\_ Phone # (if different): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ SS#: \_\_\_\_\_

(Circle one) Married  Single  Divorced  Widowed  Other

Referred by: \_\_\_\_\_ Phone: \_\_\_\_\_ Location: \_\_\_\_\_

Family Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_ Location: \_\_\_\_\_

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

Are we authorized to release your medical information to the listed emergency contact? Yes or No

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

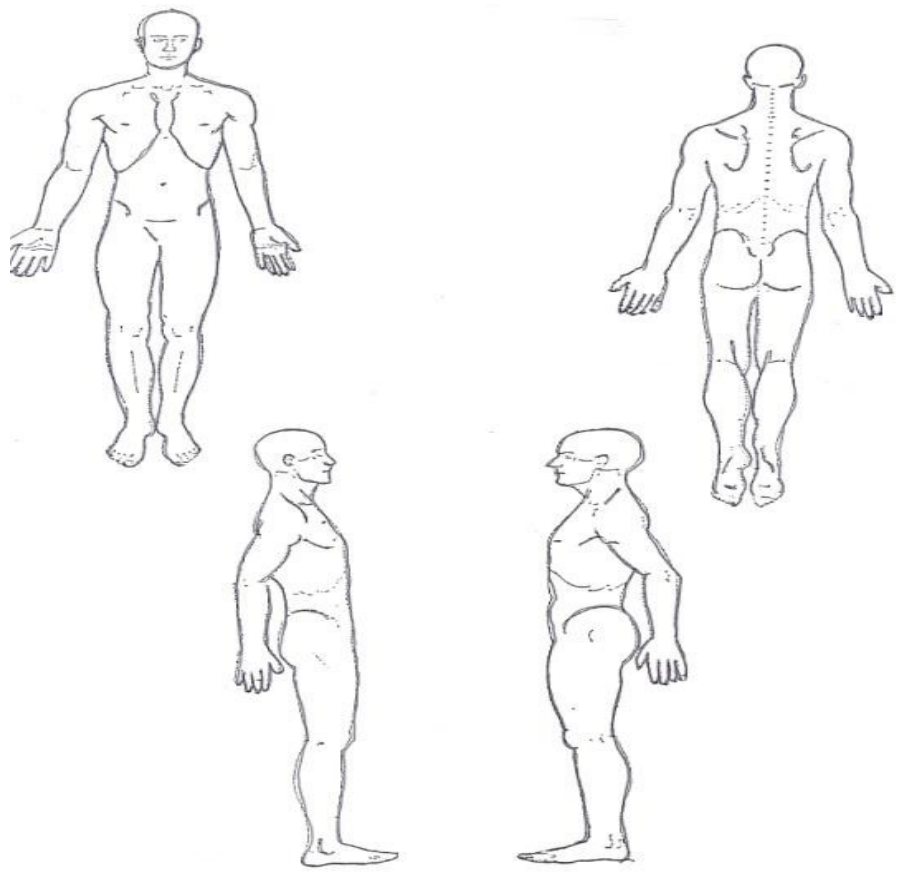
• Today's date: \_\_\_\_\_ Name: \_\_\_\_\_

• Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Right hand dominant     Left hand dominant                       Sex:     Male     Female

**Referral Physician:** \_\_\_\_\_ **Primary Care Physician:** \_\_\_\_\_

**Chief Complaints;**



• Current Pain Level (0 ~ 10) 0 1 2 3 4 5 6 7 8 9 10

• Average Pain Level (0 ~ 10) 0 1 2 3 4 5 6 7 8 9 10

• Location \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

• Does the pain radiate anywhere (“shooting down” or “shooting up”)?

• When did the pain start? \_\_\_\_\_  
\_\_\_\_\_

• How did the pain start? \_\_\_\_\_  
\_\_\_\_\_

• Please, describe your pain:

Dull  Aching  Sharp  Shooting  Stabbing  Throbbing  Numbness  Burning

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How often is your pain present?  Occasional  Frequent  Constant  Worst time of day?  
 Morning  Afternoon  Evening  Night  All the time  Any color change or temperature  
change? \_\_\_\_\_

Numbness in anywhere? \_\_\_\_\_

“Pins and needles”? \_\_\_\_\_

Weakness? (Right leg, right arm, both legs....) \_\_\_\_\_

Swelling? \_\_\_\_\_

What makes symptoms worse/exacerbate? \_\_\_\_\_

Walking  Standing  Lying down  Sitting  Bending forward  Bending backward  Driving  
 Coughing  Bowel movement  Cold weather  Hot weather  Rainy day  Lifting objects

"Injections"  Sleeping  Medication (Names) \_\_\_\_\_  Other \_\_\_\_\_

• Sleeping:  Well  "OK"  Terrible  2 hrs.  4 hrs.  6 hrs.  8 hrs.  >10 hrs.

• How often do you wake up at night?  0  1  2  3  4  >5 times Previous Treatments

Physical therapy  Location \_\_\_\_\_  Date of Last PT \_\_\_\_\_  Duration \_\_\_\_\_

Acupuncture \_\_\_\_\_ Psychotherapy \_\_\_\_\_

Chiropractor \_\_\_\_\_ Other (Biofeedback, Meditation, Yoga, Swimming)

TENS Unit  Never used  I have a unit  I don't have one  Used at home daily  Used

### Review of System

- Gen  Weight loss  Weight gain  Fever  Fatigue  Loss of appetite  Nausea  Vomiting
- Skin  Skin problem  Rash  Psoriasis  Slow healing  Easy bruising  Itching
- Neuro  Light headed/dizziness  Fainting  Weakness  Stroke  Tremor  Seizure  Memory loss
- Eyes  Vision problem  Glaucoma  Blurred vision  Double vision
- ENT  Ear pain  Hearing loss  Ear noises  Nose bleed  Sore throat  Hoarseness  Dental issues
- Cardiovascular  Chest pain  Chest pressure  Shortness of breath  Irregular heart beat  Murmurs
- Respiratory  Coughing  Difficulty breathing  Asthma/Wheezing  Coughing up blood
- Gastrointestinal  Constipation  Diarrhea  Heartburn  Bloody stool  Pain in stomach  Ulcers  Hepatitis
- Genitourinary  Painful urination  Frequent urination  Bloody urine  Kidney stone  Incontinence  Sexual difficulty  Infection
- Endocrine  Hypothyroidism  Hyperthyroidism  Diabetes  Parathyroid problems
- Hematology  Anemia  Bleeding disorder  Easy bleeding  Lymphoma/Leukemia  Sickle cell disease
- Immunologic  Catch cold easily  HIV/AIDS  Fever  Hay fever  Frequent sinus problems
  - o  Allergies
- Musculoskeletal  Arthritis  Rheumatoid arthritis  Osteoarthritis  Compression fracture  Head injury
  - Neck injury  Lower back injury  Spinal trauma  Birth trauma  Birth defect  Lupus
  - Spina bifida  Gout  Osteoporosis  Muscular dystrophy  Muscle pain  Scoliosis
- **Women only**  Irregular periods  Premenstrual depression  Hot flashes  Menstrual cramps
  - Vaginal discharge  Hysterectomy  Breast surgery  Nipple discharge  Breast lumps
  - Last mammogram \_\_\_\_\_
- **Men only**  Burning on urination  Dripping after urination  Prostate problems  Difficulty urinating
- Psychiatric  Depression  Anxiety  Panic attacks  OCD  Manic  Bipolar  Suicidal attempts
  - Suicidal ideation  Homicidal  Hallucination  Psychosis  Other \_\_\_\_\_

**Past Medical History**

- **Heart**  Coronary artery disease  Hypertension  Murmurs  Valvular disease  Aneurysm  High cholesterol  Pacemaker  Deliberator  Heart failure  Angina  Other \_\_\_\_\_
- **Lungs**  Asthma  COPD  Emphysema  Bronchitis  TB  Pneumonia  Lung cancer  Other \_\_\_\_\_
- **Gastrointestinal**  Ulcer  Reflux  Gastritis  Hepatitis  Cancer  Bleeding  Diverticulosis  Other \_\_\_\_\_
- **Kidney**  Failure  Stones  Dialysis (When) \_\_\_\_\_  Other \_\_\_\_\_
- **Endocrine**  Diabetes  Hypothyroidism  Hyperthyroidism  Other \_\_\_\_\_
- **Neuro**  Stroke  Aneurysm  Brain cancer  Nerve injury  Spinal cord injury  Alzheimer's  Dementia  Seizures  Parkinson's  Other \_\_\_\_\_
- **Psychiatric**  Depression  Bipolar  Anxiety  Panic disorder  Psychosis  Schizophrenia  Other \_\_\_\_\_
- **Bone/Muscular**  Arthritis  Rheumatoid arthritis  Osteoarthritis  Gout  Osteoporosis  Scoliosis  Other \_\_\_\_\_
  
- Cancer  \_\_\_\_\_
  
- Other  \_\_\_\_\_

**Past Surgery History**

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**Allergies**

- Latex  No  Yes Reaction \_\_\_\_\_  Contrast (Dye)  No  Yes Reaction \_\_\_\_\_
- Allergic to any medication(s)? \_\_\_\_\_

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**Previous Medications (Tried previously but failed to relieve the symptoms & pain)**

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## Current Medications

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## Significant Family History (Cancer, hypertension, diabetes, depression, back pain...)

- Father side \_\_\_\_\_
- Mother side \_\_\_\_\_
- Siblings \_\_\_\_\_

## Social History

- Tobacco:  Never  Quit in \_\_\_\_\_  Currently \_\_\_\_\_ pack/ per day
- Alcohol:  Never  Rarely  Moderate  Daily \_\_\_\_\_
- Use of drugs  Never  Occasionally  Frequently, Type/frequency \_\_\_\_\_
- Marital status:  Single  Married  Separated  Divorced  Widowed
- Family status: Living with \_\_\_\_\_
- Occupation: \_\_\_\_\_
- Disability:  No  Yes (Type) \_\_\_\_\_

## This form is completed by

Patient  \_\_\_\_\_ Date \_\_\_\_\_



## Authorization for Release of Information

Name of Patient \_\_\_\_\_ Date of Birth \_\_\_\_\_

LIMA Lubbock is authorized to release protected health information about the above-named patient to the entities named below. The purpose is to inform the patient or others in keeping with the patient's instructions.

### **Entity to Receive Information Description of information to be released**

Check each person/entity that you approve to receive information.

#### Voice Mail

Results of lab tests/x-rays

Other \_\_\_\_\_

Spouse (provide name & phone number) \_\_\_\_\_

Financial

Medical as follows \_\_\_\_\_

Parent (provide name & phone number) \_\_\_\_\_

Financial

Medical as Follows \_\_\_\_\_

Other (provide name & phone number) \_\_\_\_\_

Financial

Medical as Follows \_\_\_\_\_

### **Patient Information**

I understand that I have the right to revoke this authorization at any time and that I have the right to inspect or copy the protected health information to be disclosed as described in this document. I understand that a revocation is not effective in cases where the information has already been disclosed but will be effective going forward. I understand that information used or disclosed as a result of this authorization may be subject to disclosure by the recipient and may no longer be protected by federal or state law. I understand that I have the right to refuse to sign this authorization and that my treatment will not be conditioned on signing. This authorization shall be in effect until revoked by the patient

\_\_\_\_\_  
Signature of Patient or Personal Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Description of Personal Representative's Authority (attach necessary documentation)