

1500 Huguenot Road, Suite 101, Midlothian, VA 23113

Phone: 804-608-3045

Fax: 804-767-3565

Ryan M. Heid, D.C.

Katherine E. Brus, D.C.

Name:				
	<i>First</i>	<i>Middle Initial</i>	<i>Last</i>	<i>Preferred/Nickname</i>
Address:				
	<i>City</i>	<i>State</i>	<i>Zip</i>	
Mobile Phone:		Mobile Phone Carrier:		
Email:		Other Phone:		
SSN#:		Date of Birth :		Gender: ☐ M ☐ F
Are you?	☐ Single	☐ Married	☐ Divorced	☐ Other Spouse's Name:

Employer:		Occupation:	
Address:			
	<i>City</i>	<i>State</i>	<i>Zip</i>

Insured Information (if other than patient)

Name:			
	<i>First</i>	<i>Middle Initial</i>	<i>Last</i>
Address:			
	<i>City</i>	<i>State</i>	<i>Zip</i>
Home Phone:		Fax:	
SSN#:		Date of Birth :	
			Gender: ☐ M ☐ F

How did you find us?	☐ Patient? If yes, who?	☐ Facebook
	☐ Other Doctor? If yes, who?	☐ Other? Explain:
	☐ Google	

1. What date did your symptoms begin?	
2. Have you had these symptoms before?	; if yes, when?
3. How did this happen?	

4. Is this injury work or auto accident related? 5. Are your arms or legs involved? 6. Please describe your chief complaint	☐ No ☐ Yes ☐ No ☐ Yes
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1. What makes your chief complaint better? (Ice, Heat, Medication, etc?)

2. What makes your chief complaint worse? (Certain movements/activities etc)

3. Are you currently taking any medications? If so, please list:

4. Have you had any recent imaging studies? X-ray? MRI? CT scans? ☐ Yes ☐ No

5. Do you have a primary Care Physician? ☐ Yes ☐ No

If yes, who is your PCP?

6. Are you currently seeing any other physicians / specialists? ☐ Yes ☐ No

If yes, who/what specialty?

7. Have you ever seen a Chiropractor? ☐ Yes ☐ No

8. Does your complaint keep you from performing any of your normal daily activities? If yes, please explain:

9. Are you taking any Vitamins/Supplements? If yes, please list:

10. How many ounces of water do you drink per day?

11. Are you drinking any caffeinated beverages? If so, how many per day?

12. Do you exercise or stretch regularly? If so, what types of exercise?

13. What is your preferred sleeping position? ☐ Back ☐ Side ☐ Stomach ☐ Combination

14. What are your goals for treatment?

Have you ever had or are you having problems with any of the following?

- | | | | | |
|-----------------------------|------------------------------|--|-----------------------------|--|
| ☐ No | ☐ Yes | Headaches | If yes, how often and when? | |
| ☐ No | ☐ Yes | Dizziness | If yes, how often and when? | |
| ☐ No | ☐ Yes | Sinus pain | If yes, how often and when? | |
| ☐ No | ☐ Yes | Neck pain | If yes, how often and when? | |
| ☐ No | ☐ Yes | Upper back pain | If yes, how often and when? | |
| ☐ No | ☐ Yes | Mid-back pain | If yes, how often and when? | |
| ☐ No | ☐ Yes | Low back pain | If yes, how often and when? | |
| ☐ No | ☐ Yes | Shoulder pain | If yes, how often and when? | |
| ☐ No | ☐ Yes | Chest pain | If yes, how often and when? | |
| ☐ No | ☐ Yes | Heart | If yes, how often and when? | |
| ☐ No | ☐ Yes | Stomach | If yes, how often and when? | |
| ☐ No | ☐ Yes | Bladder | If yes, how often and when? | |
| ☐ No | ☐ Yes | Liver | If yes, how often and when? | |
| ☐ No | ☐ Yes | Kidney | If yes, how often and when? | |
| ☐ No | ☐ Yes | Colon | If yes, how often and when? | |
| ☐ No | ☐ Yes | Hip | If yes, how often and when? | |
| ☐ No | ☐ Yes | Circulation | If yes, how often and when? | |
| ☐ No | ☐ Yes | Prostate | If yes, how often and when? | |
| ☐ No | ☐ Yes | Breast | If yes, how often and when? | |
| ☐ No | ☐ Yes | 1. Have you ever been in an accident? | | |
| ☐ No | ☐ Yes | 2. Have you ever been hospitalized or had any surgery? | | |
| ☐ No | ☐ Yes | 3. Have you ever had measles, mumps, rheumatic fever, sexually transmitted disease or any other type of infection? | | |
| ☐ No | ☐ Yes | 4. Have you or your family ever had cancer? | | |
| ☐ No | ☐ Yes | 5. Have you or a family member ever been diagnosed with diabetes? | | |
| ☐ No | ☐ Yes | 6. Has any family member ever had neck, back, or spinal problems? | | |
| ☐ No | ☐ Yes | 7. Do you drink alcohol, smoke cigarettes, or ever use any recreational drugs? | | |
| ☐ No | ☐ Yes | 8. If female, any possibility of currently being pregnant? | | |

If you answered "yes" to any of the items above, please explain: _____

Patient Signature _____ Date _____

Parent or Guardian _____ Date _____

Please use the appropriate letters below to indicate the type and location of your sensations right now.

A=ACHE

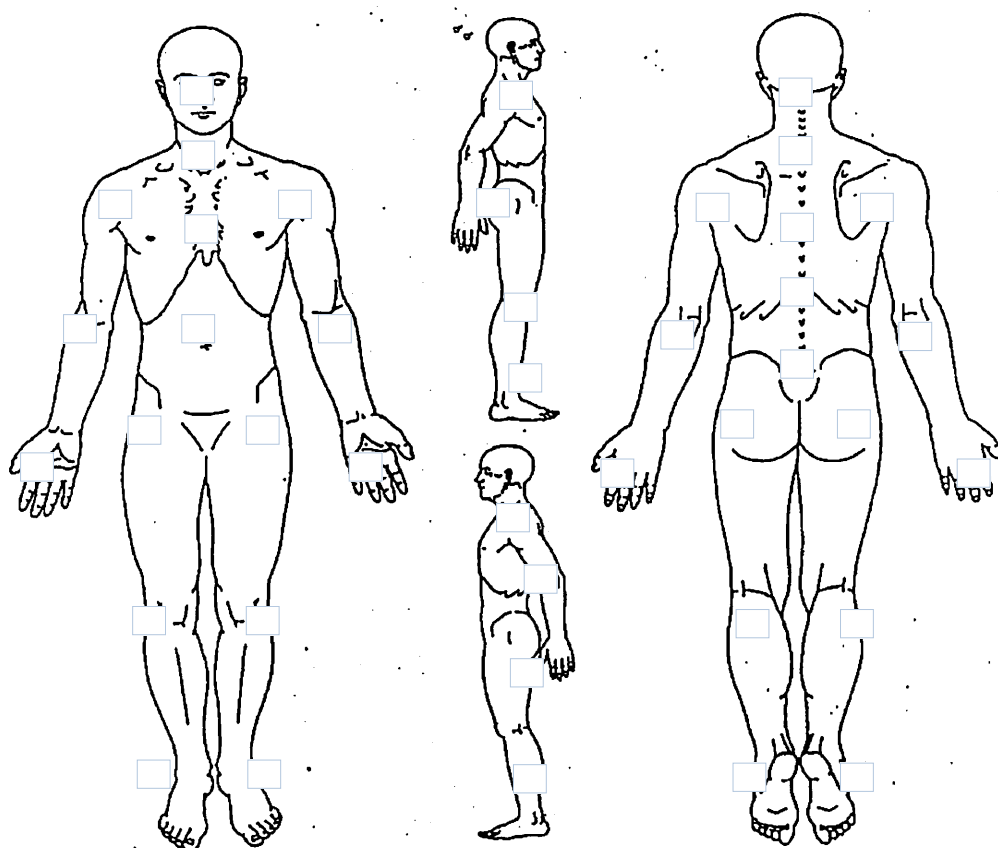
B=BURNING

S=STABBING

N=NUMBNESS

P=PINS & NEEDLES

O=OTHER



Please rate the severity of your pain by circling a number on each line below.

RIGHT NOW	No pain	0	1	2	3	4	5	6	7	8	9	10 Unbearable Pain
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
BEST in the past week	No pain	0	1	2	3	4	5	6	7	8	9	10 Unbearable Pain
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
AVERAGE in past week	No pain	0	1	2	3	4	5	6	7	8	9	10 Unbearable Pain
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
WORST in past week	No pain	0	1	2	3	4	5	6	7	8	9	10 Unbearable Pain
		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	

Patient Signature

Date

Print Name

OFFICE POLICY FOR FINANCES AND INSURANCE

1. We will need to verify coverage on all patients prior to beginning treatment or the patient will be financially responsible for all costs until such verification of coverage occurs. We will provide you with a copy of your verification of coverage from your third-party payor. We ask that you call your insurance provider to verify its accuracy.
2. Should your insurance provider quote your coverage differently than what was provided to us, as noted on the verification of coverage, please notify us as soon as possible.
3. You will receive copies of EOB's (explanation of benefits/payments to your Chiropractor) from your insurance company. They will come in the mail. Please open each one and compare what the EOB states as your financial responsibility vs. the amount you pay each visit in our offices. Any differences between the two should be brought to our attention immediately. If additional amounts are due, please be prepared to pay that amount at your next visit. After reviewing the EOB, please place it into the manila folder that was given to you on your first visit, so that you will have all your Chiropractic records in one place.
4. We will file all claims as a courtesy and/or requirement for third party reimbursement, however, you may still be held responsible for payment should such claim be denied.
5. We allow up to 60 days before claims will be the responsibility of the patient to pay. Interest on the claims will not occur until 30 days past the patient's responsibility date or thirty days after denial of third-party payment, whichever occurs first.
6. Statements will only be sent if there is a balance due by the patient.
7. Responsibility for obtaining and maintaining referrals for HMO plans is that of the patient. We cannot alter or modify dates of service (or anything else) to accommodate improper filing procedures. If coverage is verified after a treatment date in which the patient paid in full, we will file that claim as a courtesy and the patient will be eligible for a refund after we receive payment for such date.
8. Our office will need to be notified immediately if there is any change in the following: health insurance, patient address, patient home telephone number, coverage termination or cancellation or any other reason that may affect third party reimbursement.
9. Non-compliance for payment due may result in a \$25.00 late payment/no payment and/or interest charges.
10. Deductibles and all co-payments are expected at the time of service and may be paid ahead.
11. Unless other arrangements have been made, if a patient's treatment plan is greater than once every 3 weeks, the patient will no longer be eligible for health insurance assignment. Most health insurance considers this to be maintenance care and does not reimburse for this. You may still be eligible for insurance reimbursement; however, we will ask that the patient pay us and then the patient can submit the bill to their insurance carrier for direct reimbursement.
12. This office does not promise that an insurance company will pay for usual and customary charges of this office, nor will this office enter into any dispute with an insurance company over reimbursement or the amount of reimbursement.
13. I understand, should additional information be asked from Midlothian Family Chiropractic Center (i.e. notes), that I would allow 15 working days for such requested information.
14. I have read over and agree to the financial considerations for treatment costs.

Patient Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

FINANCIAL CONSIDERATIONS

1. Your first visit to our office will consist of an orthopedic-neurological examination. If determined medically necessary, you may be referred for imaging studies (X-Ray, MRI, CT) You may, also, receive palliative therapy. Therapies for most conditions include interferential stimulation, intersegmental traction, manual therapy, therapeutic exercises, stretching, etc.
2. On your second visit the doctor will provide you with a report of findings and recommendations for care. After meeting with the doctor, our receptionist will review the financial obligations of your care. Chiropractic adjustments will only be performed after notification and mutual agreement of financial costs, treatment plan and terms of care.
3. A schedule of costs for procedures is provided for you below:

Examination:	New Patient Brief Exam	= \$90.00
	New Patient Intermediate Exam	= \$180.00

Re-examination:	Established Patient Brief Exam	= \$50.00
	Established Patient Intermediate Exam	= \$150.00

Office Visit/Adjustment:	Adjustment (1 to 2 regions)	= \$55.00
	Adjustment (3 to 4 regions)	= \$60.00
	Adjustment (5 or more regions)	= \$65.00
	Adjustment (extremities)	= \$35.00

Ancillary Treatments:	Interferential Stimulation	= \$25.00
	Intersegmental Traction	= \$25.00
	Manual Therapy	= \$30.00
	Therapeutic Exercises/Stretching	= \$30.00

Massage Therapy:	30 Minute Massage/w/ hot stones /cupping	= \$50/\$65
	60 Minute Massage /w/ hot stones/cupping	= \$100/\$130

Self Pay Membership Plan is available for those without insurance, those that elect to not use their insurance or for patients receiving maintenance care.

Preferred Chiropractic Doctor Membership = \$37 per contract year and allows for discounted self pay options.
With membership: Office visit including spinal/extremity adjustment and ancillary therapeutic treatments = \$70
With membership Prepay options are also available and reduce each per visit charge.

6 prepaid visits	\$375 (\$62.50/visit)
12 prepaid visits	\$725 (\$60.41/visit)
24 prepaid visits	\$1400 (\$58.33 / visit)

I have read and understand the cost of services provided. These prices are subject to change without notice.

Patient Signature _____ Date _____

Parent or Guardian Signature _____ Date _____

LEGAL ASSIGNMENT OF BENEFITS AND RELEASE OF MEDICAL AND PLAN DOCUMENTS

In considering the amount of medical expenses to be incurred, I, the undersigned, have insurance and / or employee health care benefits coverage with the above captioned, and hereby assign and convey directly to Midlothian Family Chiropractic Center all medical benefits and/or insurance reimbursement, if any, otherwise payable to me for services rendered from such doctor and clinic. I understand that I am financially responsible for all charges regardless of any applicable insurance or benefit payments. I hereby authorize the doctor to release all medical information necessary to process this claim. I hereby authorize any plan administrator or fiduciary, insurer and my attorney to release to such doctor and clinic any and all plan documents, insurance policy and/or settlement information upon written request from such doctor and clinic in order to claim such medical benefits, reimbursement or any applicable remedies. I authorize the use of this signature on all my insurance and/or employee health benefits claim submissions.

I hereby convey to the above named doctor and clinic to the full extent permissible under the law and under any applicable insurance policies and/or employee health care plan any claim, chose in action, or other right I may have to such insurance and/or employee health care benefits coverage under any applicable insurance policies and/or employee health care plan with respect to medical expenses incurred as a result of the medical services I received from the above named doctor and clinic and to the extent permissible under the law to claim such medical benefits, insurance reimbursement and any applicable remedies. Further, in response to any reasonable request for cooperation, I agree to cooperate with such doctor and clinic in any attempts by such doctor and clinic to pursue such claim, chose in action or right against my insurers and/or employee health care plan, including, if necessary, bring suit with such doctor and clinic against such insurers and/or employee health care plan in my name but at such doctor and clinic's expenses.

This assignment will remain in effect for seven years or until revoked by me in writing. A photocopy of this assignment is to be considered as valid as the original. I have read and fully understand this agreement.

I have read your authorization and legal assignment of benefits and agree to its terms. My signature authorizes you to disclose my PHI in the manner described above and acknowledges that I will receive a copy of this completed form for my own records.

Print Patient Name	Signature	Date
Print Parent or Guardian Name	Signature	Date

CONSENT TO TREATMENT

I hereby certify all information provided on the patient registration information form is complete, truthful and to the best of my knowledge. I have received and read the notice of privacy practices for Midlothian Family Chiropractic Center. I authorize Midlothian Family Chiropractic Center to perform Chiropractic manipulations, therapeutic modalities, x-ray examinations, consulting services, diagnostic procedures and any other procedure necessary for treatment. I understand that any outstanding account balance will be subject to 18% annual interest rate. I also understand that any late payments will be subject of a \$25 service charge per billing cycle. In addition, I understand that any outstanding balance owed to Midlothian Family Chiropractic Center that becomes delinquent will result in legal action to collect the outstanding balance and that I will incur filing fees, attorney fees or whatever fees may occur as a result of my delinquent account. I understand these fees will total no less than 33 1/3% of monies owed. I also understand that if an appointment is cancelled or missed without 24-hour notification, that I will incur a \$25 fee, as another patient may have needed the time that I was scheduled. I have also chosen to receive chiropractic care for my specific condition understanding my other options for treatment as well as the risks involved. Furthermore, any returned checks will automatically incur a \$35 service charge. If I am not of legal age my parent or guardian will in turn guarantee my obligations to Midlothian Family Chiropractic Center and that the patient or guardian consents to treatment performed by Midlothian Family Chiropractic Center for the minor (patient).

Print Patient Name	Signature	Date
Print Parent or Guardian Name	Signature	Date

Neck Index

Form N1-100

rev 3/27/2003

Patient Name

Date

This questionnaire will give your provider information about how your neck condition affects your everyday life. Please answer every section by marking the one statement that applies to you. If two or more statements in one section apply, please mark the one statement that most closely describes your problem.

Pain Intensity

- ☐ ① I have no pain at the moment.
- ☐ ① The pain is very mild at the moment.
- ☐ ② The pain comes and goes and is moderate.
- ☐ ③ The pain is fairly severe at the moment.
- ☐ ④ The pain is very severe at the moment.
- ☐ ⑤ The pain is the worst imaginable at the moment.

Personal Care

- ☐ ① I can look after myself normally without causing extra pain.
- ☐ ① I can look after myself normally but it causes extra pain.
- ☐ ② It is painful to look after myself and I am slow and careful.
- ☐ ③ I need some help but I manage most of my personal care.
- ☐ ④ I need help every day in most aspects of self care.
- ☐ ⑤ I do not get dressed, I wash with difficulty and stay in bed.

Sleeping

- ☐ ① I have no trouble sleeping.
- ☐ ① My sleep is slightly disturbed (less than 1 hour sleepless).
- ☐ ② My sleep is mildly disturbed (1-2 hours sleepless).
- ☐ ③ My sleep is moderately disturbed (2-3 hours sleepless).
- ☐ ④ My sleep is greatly disturbed (3-5 hours sleepless).
- ☐ ⑤ My sleep is completely disturbed (5-7 hours sleepless).

Lifting

- ☐ ① I can lift heavy weights without extra pain.
- ☐ ① I can lift heavy weights but it causes extra pain.
- ☐ ② Pain prevents me from lifting heavy weights off the floor, but I can manage if they are conveniently positioned (e.g., on a table).
- ☐ ③ Pain prevents me from lifting heavy weights off the floor, but I can manage light to medium weights if they are conveniently positioned.
- ☐ ④ I can only lift very light weights.
- ☐ ⑤ I cannot lift or carry anything at all.

Reading

- ☐ ① I can read as much as I want with no neck pain.
- ☐ ① I can read as much as I want with slight neck pain.
- ☐ ② I can read as much as I want with moderate neck pain.
- ☐ ③ I cannot read as much as I want because of moderate neck pain.
- ☐ ④ I can hardly read at all because of severe neck pain.
- ☐ ⑤ I cannot read at all because of neck pain.

Driving

- ☐ ① I can drive my car without any neck pain.
- ☐ ① I can drive my car as long as I want with slight neck pain.
- ☐ ② I can drive my car as long as I want with moderate neck pain.
- ☐ ③ I cannot drive my car as long as I want because of moderate neck pain.
- ☐ ④ I can hardly drive at all because of severe neck pain.
- ☐ ⑤ I cannot drive my car at all because of neck pain.

Concentration

- ☐ ① I can concentrate fully when I want with no difficulty.
- ☐ ① I can concentrate fully when I want with slight difficulty.
- ☐ ② I have a fair degree of difficulty concentrating when I want.
- ☐ ③ I have a lot of difficulty concentrating when I want.
- ☐ ④ I have a great deal of difficulty concentrating when I want.
- ☐ ⑤ I cannot concentrate at all.

Recreation

- ☐ ① I am able to engage in all my recreation activities without neck pain.
- ☐ ① I am able to engage in all my usual recreation activities with some neck pain.
- ☐ ② I am able to engage in most but not all my usual recreation activities because of neck pain.
- ☐ ③ I am only able to engage in a few of my usual recreation activities because of neck pain.
- ☐ ④ I can hardly do any recreation activities because of neck pain.
- ☐ ⑤ I cannot do any recreation activities at all.

Work

- ☐ ① I can do as much work as I want.
- ☐ ① I can only do my usual work but no more.
- ☐ ② I can only do most of my usual work but no more.
- ☐ ③ I cannot do my usual work.
- ☐ ④ I can hardly do any work at all.
- ☐ ⑤ I cannot do any work at all.

Headaches

- ☐ ① I have no headaches at all.
- ☐ ① I have slight headaches which come infrequently.
- ☐ ② I have moderate headaches which come infrequently.
- ☐ ③ I have moderate headaches which come frequently.
- ☐ ④ I have severe headaches which come frequently.
- ☐ ⑤ I have headaches almost all the time.

Neck
Index
Score

Index Score = [Sum of all statements selected / (# of sections with a statement selected x 5)] x 100

Back Index

Form BI100

rev 3/27/2003

Patient Name

Date

This questionnaire will give your provider information about how your back condition affects your everyday life. Please answer every section by marking the one statement that applies to you. If two or more statements in one section apply, please mark the one statement that most closely describes your problem.

Pain Intensity

- ☐ ① The pain comes and goes and is very mild.
- ☐ ② The pain is mild and does not vary much.
- ☐ ③ The pain comes and goes and is moderate.
- ☐ ④ The pain is moderate and does not vary much.
- ☐ ⑤ The pain comes and goes and is very severe.
- ☐ ⑥ The pain is very severe and does not vary much.

Personal Care

- ☐ ① I do not have to change my way of washing or dressing in order to avoid pain.
- ☐ ② I do not normally change my way of washing or dressing even though it causes some pain.
- ☐ ③ Washing and dressing increases the pain but I manage not to change my way of doing it.
- ☐ ④ Washing and dressing increases the pain and I find it necessary to change my way of doing it.
- ☐ ⑤ Because of the pain I am unable to do some washing and dressing without help.
- ☐ ⑥ Because of the pain I am unable to do any washing and dressing without help.

Sleeping

- ☐ ① I get no pain in bed.
- ☐ ② I get pain in bed but it does not prevent me from sleeping well.
- ☐ ③ Because of pain my normal sleep is reduced by less than 25%.
- ☐ ④ Because of pain my normal sleep is reduced by less than 50%.
- ☐ ⑤ Because of pain my normal sleep is reduced by less than 75%.
- ☐ ⑥ Pain prevents me from sleeping at all.

Lifting

- ☐ ① I can lift heavy weights without extra pain.
- ☐ ② I can lift heavy weights but it causes extra pain.
- ☐ ③ Pain prevents me from lifting heavy weights off the floor.
- ☐ ④ Pain prevents me from lifting heavy weights off the floor, but I can manage if they are conveniently positioned (e.g., on a table).
- ☐ ⑤ Pain prevents me from lifting heavy weights off the floor, but I can manage light to medium weights if they are conveniently positioned.
- ☐ ⑥ I can only lift very light weights.

Sitting

- ☐ ① I can sit in any chair as long as I like.
- ☐ ② I can only sit in my favorite chair as long as I like.
- ☐ ③ Pain prevents me from sitting more than 1 hour.
- ☐ ④ Pain prevents me from sitting more than 1/2 hour.
- ☐ ⑤ Pain prevents me from sitting more than 10 minutes.
- ☐ ⑥ I avoid sitting because it increases pain immediately.

Traveling

- ☐ ① I get no pain while traveling.
- ☐ ② I get some pain while traveling but none of my usual forms of travel make it worse.
- ☐ ③ I get extra pain while traveling but it does not cause me to seek alternate forms of travel.
- ☐ ④ I get extra pain while traveling which causes me to seek alternate forms of travel.
- ☐ ⑤ Pain restricts all forms of travel except that done while lying down.
- ☐ ⑥ Pain restricts all forms of travel.

Standing

- ☐ ① I can stand as long as I want without pain.
- ☐ ② I have some pain while standing but it does not increase with time.
- ☐ ③ I cannot stand for longer than 1 hour without increasing pain.
- ☐ ④ I cannot stand for longer than 1/2 hour without increasing pain.
- ☐ ⑤ I cannot stand for longer than 10 minutes without increasing pain.
- ☐ ⑥ I avoid standing because it increases pain immediately.

Social Life

- ☐ ① My social life is normal and gives me no extra pain.
- ☐ ② My social life is normal but increases the degree of pain.
- ☐ ③ Pain has no significant affect on my social life apart from limiting my more energetic interests (e.g., dancing, etc).
- ☐ ④ Pain has restricted my social life and I do not go out very often.
- ☐ ⑤ Pain has restricted my social life to my home.
- ☐ ⑥ I have hardly any social life because of the pain.

Walking

- ☐ ① I have no pain while walking.
- ☐ ② I have some pain while walking but it doesn't increase with distance.
- ☐ ③ I cannot walk more than 1 mile without increasing pain.
- ☐ ④ I cannot walk more than 1/2 mile without increasing pain.
- ☐ ⑤ I cannot walk more than 1/4 mile without increasing pain.
- ☐ ⑥ I cannot walk at all without increasing pain.

Changing degree of pain

- ☐ ① My pain is rapidly getting better.
- ☐ ② My pain fluctuates but overall is definitely getting better.
- ☐ ③ My pain seems to be getting better but improvement is slow.
- ☐ ④ My pain is neither getting better or worse.
- ☐ ⑤ My pain is gradually worsening.
- ☐ ⑥ My pain is rapidly worsening.

Index Score = [Sum of all statements selected / (# of sections with a statement selected x 5)] x 100

Back
Index
Score