ANCHOR CHIROPRACTIC

Seth S. Richter, D.C.
(763) 424-5511

20965 S. Diamond Lake Road, Suite 108
Rogers, MN 55374

# *Welcome to our Office*

We want to ***Thank You*** for trusting your health with us. We understand patients that have a superior understanding of how GOD created the body get the best results. The foundation of understanding is EDUCATION. Over the next visits, and in fact, throughout the course of our relationship with you and your family we place education as one of our primary objectives. If you should ever have any questions regarding anything pertaining to your care or if you ever need something explained, stop us.

A report of your diagnoses and findings will be scheduled at a later date for you.

If you came into the office because of a promotion or advertisement please let one of our team members know when you are done signing below. As with any promotion or advertisement, additional services are not included after initial offer. ***Thank You*** for choosing **Anchor Chiropractic** for your way to better health. We love and appreciate you....Welcome to our Family!

Signed:_____ Date:_____

# WELCOME TO OUR OFFICE!

## <u>This is what you may receive today:</u>
## [As determined by the Doctor]

1.) Chiropractic Examination

2.) Posture Analysis

3.) Digital Spinal Imaging/Tytron

4.) Spinal X-rays (If Necessary)

** I have read the above and understand what I will receive. **

_____ _____

Patient's Signature Date

** Additional services not included **

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# PATIENT INFORMATION- Please print

## GENERAL INFORMATION

Patient Last Name _____ First Name _____
Address _____ Care of _____
*(Parent or financially responsible person)*
City _____ State _____ Zip Code _____ Phone (Home) _____
Driver's License # _____ No. Children _____ Phone (Work) _____
Email Address _____ Cell Phone _____

| Sex M F | Married Single Widowed Divorced | Age | Date of Birth / / | Social Security Number -- -- |
|---|---|---|---|---|

Employer's Name _____
Address _____
City _____ State _____ Zip Code_____
Phone _____ Occupation _____

Spouse's Name _____ Spouse's Employer _____
Spouse's Date of Birth _____

EMPLOYED
Full Time Part Time
Retired Not Employed

STUDENT
Full Time Part Time
Non-Student

**REFERRED BY: _____**

## INSURANCE INFORMATION

| ***Primary Insurance Company Name*** _____ | ***Complete only if patient is not the insured*** |
|---|---|
| Insured's Name _____<br>ID/Membership # _____<br>Policy/Group # _____<br>Provider Customer Service Phone _____ | Patient's Relationship to Insured _____<br>Insured's Date of Birth _____/_____/_____<br>Insured's Employer _____ |
| ***Secondary Insurance Company Name*** _____ | ***Complete only if patient is not the insured*** |
| Insured's Name _____<br>ID/Membership # _____<br>Policy/Group # _____<br>Provider Customer Service Phone _____ | Patient's Relationship to Insured _____<br>Insured's Date of Birth _____/_____/_____<br>Insured's Employer _____ |

Are you seeing the Doctor today due to a:
***(If yes, please inform the front desk)***
Work-Related Injury? Yes___ No ___ Date of Injury _____

Auto Accident? Yes ___ No ___ Date of Injury _____

## RELEASE AND ASSIGNMENT

Anchor Chiropractic conforms to the current HIPAA guidelines. You may request a copy of our HIPAA Policy at the front desk. Please sign below to indicate you have been made aware of its availability.
Patient's Signature _____ Date _____

I authorize release of any information necessary to process my insurance claims and assign and request payment directly to my chiropractor.
Patient's Signature _____ Date _____

I understand that Anchor Chiropractic will prepare any necessary forms to assist me in submitting claims to my insurance provider and credit my account when payment is received. However, I clearly understand that all services rendered to me are charged to me and I am responsible for payment unless other arrangements are made.
Patient's Signature _____ Date _____

# PATIENT HISTORY/EXAMINATION FORM

**_____Complete ALL questions below _____**

1. What are your **major complaint(s)/illnesses?**_____
_____

2. What are your **minor complaint(s)/illnesses?**_____
_____

3. How **long** have you been experiencing your major complaint? □ Days □ Weeks □ Months □ Years

**Mechanism of Injury**

4. What was the **cause** of your major complaint that brought you into the office today (how did it happen)?
_____
_____

5. **When** did you first experience your major complaint? _____

6. What have you done **prior** to coming to this office to treat your major and minor complaints?
_____
_____

7. When do you **notice** your complaint or complaints the most? □ AM □ PM □ BOTH

8. How long does it last? _____Minutes _____Hours

9. What makes it feel **worse**? □ Sitting □ Standing □ Lying □ Activity □ Other_____

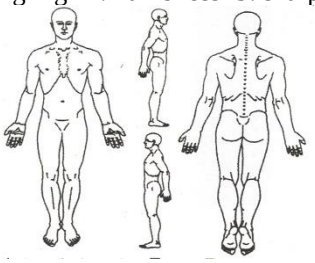
10. What makes it feel **better**? □ Sitting □ Standing □ Lying □ Activity □ Drugs □ Other_____

11. What best describes the character and quality of your major illness or pain?

A: ache B: burning pain T: tingling N: numbness S: sharp C: cramping D: dull pain

12. Have you ever had this problem in the past? □ Yes □ No

13. On the diagram below, please **show** where you are experiencing all of your present complaints using the following letters: A: ache B: burning pain T: tingling N: numbness S: sharp C: cramping D: dull pain



14. On the scale below, please **circle** the **severity and intensity** of your **main complaint** (at its' worst):

| **None** | | **Slight** | | **Mild** | | **Moderate** | | | **Severe** |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

15. On the scale below, please **circle** the **percentage of time** you experience your **main complaint**:

| **Occasional** | | **Intermittent** | | | **Frequent** | | | **Constant** | |
|---|---|---|---|---|---|---|---|---|---|
| 10% | 20% | 30% | 40% | 50% | 60% | 70% | 80% | 90% | 100% |

16. Does your pain radiate? _____Y _____N Where does it radiate to? _____

**Signature _____ Date _____**

# PATIENT HISTORY

**Please check (x) all present and past symptoms.**

**HEAD**:
___Headache
___Sinus
___Entire head
___Back of head
___Forehead
___Temples
___Migraine
___Loss of memory
___Light-headed
___Fainting
___Light bothers eyes
___Blurred vision
___Double vision
___Loss of vision
___Loss of balance
___Loss of taste
___Loss of hearing
___Dizziness
___Pain in ears
___Ringing or noises in ears

**NECK**:
___Pain in neck
___Sharp
___Dull
___Ache
___Neck pain with movement
___Forward
___Backward
___Turning (L) (R)
___Bending (L) (R)
___Pinched nerve in neck
___Neck feels out of place
___Muscle spasms in neck
___Grinding sounds in neck
___Popping sounds in neck

**SHOULDERS:**
___Pain in joint (L) (R)
___Pain across shoulders
___Arthritis (L) (R)
___Can't raise arm
___Above shoulder level
___Over head
___Tension in shoulders
___Pinched nerve in shoulder (L) (R)
___Muscle spasms in shoulder

**ARMS AND HANDS:**
___Pain in arm
___Tennis elbow
___Pain in hands/fingers (L) (R)
___Pins and needles sensation (L)(R)
___Numbness (L) (R)
___Hands cold
___Loss of grip strength
___Sore/swollen joints in fingers

**MIDBACK:**
___Mid-back pain
___Pain between shoulder blades
___Sharp stabbing
___Dull ache
___Muscle spasms

**CHEST:**
___Chest pain
___Shortness of breath
___Rib pain
___Breast pain
___Irregular heartbeat

**ABDOMEN:**
___Nervous stomach
___Foods can't eat_____
___Nausea
___Gas
___Constipation
___Diarrhea
___Hemorrhoids

**LOW BACK:**
___Lower back pain
___Sharp
___Dull
___Ache
Location:
___Upper lumbar
___Lower lumbar
___Hip
___Low back pain is worse when
___Working
___Lifting
___Stooping
___Standing
___Sitting
___Bending
___Coughing
___Lying down
___Walking
___Pain relieved when_____
___Slipped disc
___Low back feels out of place
___Muscle spasms

**HIPS, LEGS & FEET:**
___Pain in buttocks (L) (R)
___Pain in hip joint (L) (R)
___Pain down leg (L) (R)
___Knee pain (L) (R)
___Outside
___Inside
___Leg cramps
___Feet cramps
___Pins and needles in legs
___Numbness in legs/feet
___Swelling in legs/feet

**WOMEN ONLY:**
___Menstrual pain
___Cramping
___Irregularity
___Cycle ___Days
___Birth control _____type
___Hysterectomy
___Tumors/Cancer_____
___Discharge
___Menopause
___Abortions
___Are you pregnant

**MEN ONLY:**
___Urinary frequency
___Difficulty urination
___Night urination
___Prostate swelling

**GENERAL:**
___Nervousness
___Irritable
___Depressed
___Fatigue
___Run-down feeling
___Normal sleep _____hrs
___Loss of sleep
___Loss of weight _____lbs
___Weight gain _____ lbs
___Coffee _____cups/day
___Tea _____cups/day
___Cigarettes _____pack/day
___Diabetes
___Hypoglycemia

**OTHER** _____
_____

**Medications:** _____
_____
_____
_____

**Signature:** _____ **Date:** _____

# *Anchor Chiropractic*

There is a proverb which states: **"When you have your health you have 1,000 dreams, and When you don't, you have one."**

This is the most profound concept because it is so true.

Health is our greatest asset because we can never reach our goals in life without it! Our purpose is to help you restore your health to ensure your goals and dreams have the opportunity to become reality. We'd like to know what that looks like for you.

## What are your life goals and where do you see yourself in the next 10 to 20 years?

**Immediate:** ***(Example – Be headache, pain free. Have energy.)***

**1.**_____

**2.**_____

**Short Term:** ***(Example – To be able to _____ again.)***

**1.**_____

**2.**_____

**Long Term:** ***(Example – Travel during retirement. Be active, healthy with spouse.)***

**1.**_____

**2.**_____

_____ _____

**Signature** **Date**

# TERMS OF ACCEPTANCE

When a person seeks chiropractic health care and we accept a person for such care, it is essential for both to be working towards the same objective. Chiropractic has only one goal. It is important that each person understand both the objective and the method that will be used to attain it. This will prevent any confusion.

**Adjustment:** A Chiropractic 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.

**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 maximum health potential.

We do not offer to diagnose or treat any disease or condition other than vertebral subluxation. 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 a health care provider who specializes in that area.

Regardless of what the disease is called, we do not offer to treat it. Nor do we offer advice regarding treatment prescribed by others. OUR ONLY PRACTICE OBJECTIVE is to eliminate a major interference to the expression of the body's innate wisdom. Our only method is specific adjusting to correct vertebral subluxations.

I, _____ have read and fully understand the above statements.
(Print Name)

_____ _____
Signature Date

**FEMALES ONLY:**

**Pregnancy Release**
This is to certify that to the best of my knowledge I am not pregnant and the above doctor and his/her associates have my permission to perform an x-ray evaluation. I have been advised that x-ray can be hazardous to an unborn child. Date of last menstrual period _____.

_____ _____
Signature Date

**CONSENT TO EVALUATE AND ADJUST A MINOR:**

I _____ being the legal guardian of _____ have read and fully understand the above terms of acceptance and hereby grant permission for my child to receive Chiropractic care. If you agree sign below.

_____ _____
Signature Date

# INFORMED CONSENT FOR TREATMENT

Physicians and other health care providers are required to obtain your informed consent before starting treatment.

I _____ do hereby give my consent to the performance of chiropractic treatment that may consist of manipulations/adjustments, physical medicine, exercises and traction. I understand that the manipulations/adjustments will involve movement of the joints and soft tissues that is considered to be one of the safest and most effective forms of therapy for musculoskeletal problems.

I am aware that there are possible risks/complications associated with my treatment. Tests have been performed to minimize these risks. I freely assume the risks of treatment after having been informed of the possible risks/complications associated with my treatment as follows:

- Soreness: It is common to experience muscle soreness during treatment
- Uncomfortableness: Temporary symptoms (dizziness, nausea) can occur, but are rare.
- Fractures/Joint Injury: Underlying physical defects, deformities or pathologies (osteoporosis) may cause susceptibility to injury.
- C.V.A.: Cerebral vascular accidents from chiropractic adjustments are extremely rare.

**Treatment Results**
I understand there are benefits associated with treatment including decreased pain, improved mobility and function and reduced muscle spasms. However, I also understand there is no guarantee that I will achieve these benefits during my care, as the practice of medicine, including chiropractic, is not an exact science.

**Alternative Treatment Available**
Reasonable alternatives to treatment have been explained to me including rest, home therapy, exercises medication and possible surgery.

I agree to treatment by my doctor and such persons of the doctor's choosing, which may include Associates, interns, preceptors, Chiropractic Assistants, etc and hereby provide my informed consent for treatment.

**I HAVE READ OR HAVE HAD READ TO ME THE ABOVE EXPLANATION OF CHIROPRACTIC TREATMENT. ANY QUESTIONS REGARDING TREATMENT HAVE BEEN ANSWERED TO MY SATISFACTION.**

_____ _____
Patient Signature Date

_____ _____
Witness Signature Date

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OFFICE USE ONLY:
Patient Status At Time Of Consent:

( ) Of Legal Age
( ) Oriented x3
( ) Coherent/Lucid
( ) Proficient English
( ) Assisted by Interpreter
( ) Medicated, but Unimpaired
( ) Denies Use of Alcohol or Recreational Drugs Prior to Consent
( ) Unable to Give Legal Consent
( ) Consent Given Via Legal Guardian

I certify that this form accurately reflects the patient's status during the informed consent process.

_____ _____
Doctor/Staff Signature Date

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# POLICIES

1. All first visit charges are payable when services are rendered.

2. The fee paid for treatment x-rays is for analysis only. X-rays are the property of this office and are used for treatment purposes. A copy of your x-rays may be requested for a fee. Fees are determined and based upon total number of x-rays as outlined by the Department of Health.

3. Method of payment you plan to use to take care of today's charges? (Please check one choice)

☐ CASH ☐ CHECK ☐ VISA/MASTERCARD/DISCOVER

I understand and agree that health and accident insurance policies are an arrangement between an insurance carrier and myself. Furthermore, I understand Anchor Chiropractic will prepare any necessary reports and forms to assist in making collections from the insurance company and that any amount authorized to be paid directly to Anchor Chiropractic will be credited to my account upon receipt. **However**, I clearly understand and agree that all my services rendered me are charged directly to me and that I am responsible for payment.

*I also understand that if I suspend or terminate my care at this office, any outstanding charges for professional services rendered me will be immediately due and payable.* I agree that I will be responsible for all attorney and legal fees if legal action becomes necessary to collect this account. If an account balance remains unpaid for three months or longer, a monthly interest fee of 2% will apply to account balance. I authorize Anchor Chiropractic to obtain a credit report if deemed necessary.

Please Note:
This will be our only notice to you. Due to our efforts to keep costs down and control our outstanding accounts, all accounts over 30 days past due are subject to collection agency procedures and additional costs.

Patient Signature_____ Date_____

Guardian Signature Authorizing Care_____ Date_____

**EMERGENCY CONTACT INFORMATION:**

In case of emergency, please notify_____

Relationship_____

Address _____
_____
_____

Phone # _____