

## One on One Care

PATIENT INFORMATION			EMAIL A	ADDRESS:_				
First Name:	Last Nam	ne:		Middle Initi	al:	Date:	/	/
Address:			City:	·	Stat	e:	Zip:	
Birth date: / /	Age:		Male	Female	S.S. #	: -		-
Home Phone: ( ) -	Alter	native Phon	e (Cell, Pager):	( )	-	Spous	se:	
Chose Clinic Because/ Referred to Clin	ic By 🗌 I	Dr.:		Insurance	Plan 🗌 I	Family 🗌	Friend	
Former Patient Close to Work/	Home	Website 🗌	Yellow Pages	Street Sign	n 🗌 Othe	er:		
WORK INFORMATION								
Employer:				Work Phone	e()	-		Ext.
Occupation:	E	Employment	Status 🗌 Full	Time Par	t Time 🗌	Retired	🗌 Not	Employed
CARE PROVIDER INFORMAT	ION							
Referring Dr:				Referring D	r. Phone:	( )	-	
Regular Dr./PCP				Regular Dr./	PCP Pho	ne: ( )		-
<b>INSURANCE INFORMATION</b>		( PLEA	SE GIVE YOUR	R INSURANCI	E CARD T	O THE RI	ECEPTI	IONIST)
Primary Insurance Name:								
Subscriber's Name (If different):						Birth date	: /	/ /
ID. #:	G	Group/Policy	, #					
Patient's Relationship to Subscriber:	] Self [	Spouse	Child	Other:				
Name of Secondary Insurance:								
Subscriber's Name:						Birth date	: /	/ /
ID. #:	G	Broup/Policy	· #					
Patient's Relationship to Subscriber:	] Self [	Spouse	Child	Other:				
AUTO OR WORK INJURY CLA	AIM	(PLEAS	SE PROVIDE Y	OUR INSURA	NCE INF	ORMATIC	ON FOR	BACKUP)
Insurance Name: Auto :			Labor & Indus	tries:				
Adjuster/Claim Manager:				Phone:				Ext.:
Address:		C	City		State:		Zip:	
Claim #:	Accid	dent Date:	/ /	Ca	ause:			
ATTORNEY INFORMATION					1			
Name:		Law Firm	n:		Phone: (	)	-	
Address		C	City		State:		Zip:	
IN CASE OF EMERGENCY								
Name of Local Friend or Relative (Not	Living at	Same Addre	ess):					
Relationship to Patient:		e Phone: (	) -		ork Phone	. ,	-	
I authorize my insurance benefits be paid d	irectly to O	hana Pacific	Rehabilitation Ser	vices. I unders	stand that I	am financia	ally resp	onsible for

any balance. I also authorize Ohana Pacific Rehabilitation Services to release any information required to process my claims.





PAST MEDICAL HISTO	DRY FOF	RM	Patient Na	me		
BLOOD PRESSURE	YES	NO		CONDITIONS	YES	NO
Hypertension			Upper Extrem	iity		
Low Blood Pressure			Dislocation			
Normal Blood Pressure			Lower Extrem	nity Dislocation		
HEART DISEASE	YES	NO	отнер	R CONDITIONS	YES	NO
Heart Attack			Muscular Dys			
Atherosclerotic Disease	H		Rheumatoid A		H	
Myocardial Infarction	H		Multiple Scler		H	H
Rheumatic Heart Disease	H		Epilepsy	0015	H	H
Heart Murmur	H		Gout		H	H
Do you have a pacemaker			Fibromyalgia		H	H
MUSCLE CONDITION	YES	NO	Diabetes		<b>H</b>	Π
Carpal Tunnel R/L	$\square$		Hearing Loss		E E	
Tennis Elbow R/L			Poor Eyesight		П	
Back/Neck Problems			Fainting			
Limited Limb Movement			Polio			E E
			Other:			
LUNGS	YES	NO				
Asthma						
Emphysema						
Shortness of Breath						
EXERCISE WORK A	CTIVITY	STR	ESS LEVEL		HABITS	
None Sitting				Smoking	Packs a Da	337
$\square$ 1-2 x Week $\square$ Standing	r				Drinks a W	
$\Box$ 3-4 x Week $\Box$ Light La					Cups a We	
			1		Cups a we	<u> </u>
	1001					
What types of exercise do you perfor	·m? :					
What things cause stress in your life						
Are you taking any seizure medication	on?	YES NO	D If yes list nar	me:		
The you taking any seizure medicate						
Are you taking any medications that	might affect	your lungs, hear	t, consciousness or	general well-being while	e participating in	n therapy?
	-					
$\Box YES  \Box NO  If yes list name:$						
T : ( 11						
List all medications you are currently	7					
taking:						
List all surgeries in the past two year	s (Including o	dates):				
Are you	What					
pregnant? YES IN						
Have you had any injuries related to	work?	YES 🗌 NO	If was list body no	rt and date :		
Have you had any injuries related to			n yes nst bouy pa	rt and date.:		
Have you had any Auto Accidents	YES	NO I	f yes list body part a	and date.:		
Have you had Physical Therapy or M	lassage Thera	apy before?	YES NO	Where:		_

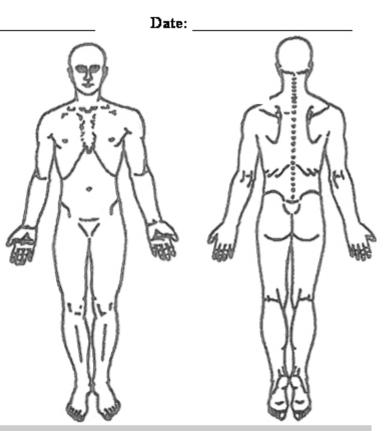
Pain and Symptom Status Report

Name: \_\_\_\_\_

Using the symbols below, please draw at the location on the body outlines, the type of pain you are experiencing

Ache	Burning	Numbness
MMM		0000
M		000

Pins and Needles	Stabbing	Other
	111111	x
	1111	ххх



## Chief Complaint and Visual Analog Scale

My Chief Complaint is: \_\_\_\_\_ Date First Symptom of your problem occurred on. \_\_\_\_\_

2nd Complaint

3rd Complaint:

Please circle on the scale below to indicate your <u>CURRENT</u> level of pain:												
No Pain	0	1	2	3	4	5	6	7	8	9	10	Pain as bad as it gets.
Please circle on the scale below to indicate your <u>AVERAGE</u> level of pain:												
No Pain	0	1	2	3	4	5	6	7	8	9	10	Pain as bad as it gets.
Please circle on the scale below to indicate your WORST level of pain:												
No Pain	0	1	2	3	4	5	6	7	8	9	10	Pain as bad as it gets.
Additional Comments												

## ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF USES AND DISCLOSURES OF PROTECTED HEALTH INFORMATION FOR

### OHANA PACIFIC REHAB SERVICES, LLC

I have read the Notice of the Uses and Disclosures of Protected Health Information (the "Notice") that is posted in your office. I was informed that I may also obtain a printed copy of the Notice from your receptionist. I hereby acknowledge that I received from <u>Ohana Pacific</u> <u>Rehab Services, LLC</u> a copy of the Notice.

Print Name

Signature

Date

If you would like to receive our newsletter, therapy tips and medical updates, please provide us with your email address below

YES E-mail address	
NO Thank you.	

#### **OHANA PACIFIC REHAB SERVICES, LLC**

#### NOTICE OF THE USES AND DISCLOSURES OF PROTECTED HEALTH INFORMATION

# TIDS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

We are required by federal Jaw to maintain the privacy of your Protected Health Information, and to provide you with notice of our legal duties and privacy practices regarding Protected Health Information. "Protected Health Information" is information that we keep in electronic, paper or other form, including demographic information collected from you and is created or received by us and relates to your past, present, or future physical or mental health or condition, the provision of health care services to you, or the past, present, or future payment for the health care services we deliver to you, and that identifies you or which we reasonably believe can be used to identify you.

We are required by federal law to comply with the terms of this Notice. We reserve the right to make changes in our privacy practices regarding your Protected Health Information. If we change our privacy practices, that change will apply to all Protected Health Information that we maintain about you. However, before we change our privacy practices, we will provide you with written notice of any changes.

We may use and disclose your Protected Health Information for a variety of purposes. For example:

- 1. <u>Treatment:</u> We may disclose your Protected Health Information to another physician, such as a specialist, to whom we refer you for medical treatment.
- 2. <u>Health Care Operations:</u> We may disclose your Protected Health Information to a health plan, managed care plan, individual practice association or to a management services organization that analyzes our delivery of medical services to. evaluate our health care quality management, case management or professional compelence. We may also provide your Protected Health Information to other health care providers, such as laboratories or ambulance companies, for purposes of their health care operations.
- 3. <u>Payment:</u> We may disclose your Protected Health Information to obtain payments. Disclosures for "payment" include: (a) disclosure to a health plan to determine your eligibility or coverage under the plan; (b) disclosures to a health plan to obtain reimbursement for delivering medical Services to you; (c) disclosures to billing services or collection agencies; (d) disclosures for utilization management and determinations of whether the medical services we deliver to you are necessary or appropriate; or (e) disclosures to determine whether the amount we charge you for medical services are justifiable.
- 4. <u>Reminders and Treatment Alternatives:</u> We may contact you to provide you with appointment reminders or information about medical treatment alternatives or other health-related benefits and services that may be of interest to you. This communication may be by telephone call and/or an appointment reminder postcard.

We may use or disclose your Protected Health Information in connection with treatment, payment, or health care operations if we deliver health care products or services to you based on the orde!s of another health care provider, and we report the diagnosis or results associated with the health care services directly to another health care provider, who provides the products or reports to you. We may use or disclose your Protected Health Information that was created or received in emergency treatment situations, to carry out treatment, payment, or health care operations if we attempt to obtain your consent as soon as reasonably practicable after the delivery of such treatment.

We may disclose your Protected Health Information without your authorization in the following circumstances: (a) for public health activities, such as controlling communicable diseases, reporting child abuse or neglect, to monitor or evaluate the qualicy, safety or effectiveness of FDA-related products or services; (b) for reporting victims of abuse, neglect or domestic violence; (c) for health oversight activities, such as overseeing government benefit programs; (d) in response to judicial or administrative orders, such as subpoenas; (e) for law enforcement purposes, such as mandatory reporting of certain types of wounds, or identifying or locating individuals; (f) for certain research purposes; (g) to avert a serious threat to the health or safety of an individual or the general public; and (h) for selected governmental functions, such as national security. In each of these situations we will keep records that explain our attempt to obtain your consent and the reason why consent was not obtained.

We are required to disclose your Protected Health Information: (a) to you upon your request; and (b) to the U.S. Department of Health and Human Services ("DHHS") when DHHS investigates to determine whether we are complying with federal law.

We may disclose your name. your location in our facility, your general condition and your religious affiliation, if any, in our facilities directory, unless you object verbally or in writing.

In all other circumstances we must obtain your authorization to use or disclose your Protected Health Information. You will be required to sign an authorization form which permits us to use and disclose your Protected Health Information for certain purposes, and we may not condition the delivery of medical treatment to you on your providing the requested written authorization. You have the right to revoke your authorization in vniting as long as we have not acted in reliance on the authorization.

You have the following rights with respect to your Protected Health Information:

1. The right to request restrictions on our use and disclosure of your Protected Health Information for treatment, payment or health care operations. If we agree to any restriction, then we cannot violate that restriction except in the case of emergency treatment. However, we are not required to agree to any restrictions.

2. The right to request in writing and to receive confidential communications of your Protected Health Information by alternative means (such as by mail or email) or at alternative locations (such as your office or business workplace).

3. The right to request in writing access to our office to inspect and copy your Protected Health Information. Except in cases where the Protected Health Information is not maintained or accessible onsite, we will act on a request for access no later than thirty (30) days after we receive your request.

4. The right to request in writing that we amend your Protected Health Information. Your request must contain the reasons to support the requested amendment. We will act upon your request within sixty (60) days after **we receive your request**.

5. The right to receive an accounting of all our disclosures of your Protected Health Information in the six years prior to the date of your request, except for disclosures: (a) to cany out treatment, payment and health care operations; (b) to you; (c) for our directory or to persons involved in your care; (d) for national security or intelligence purposes; (e) to correctional institutions or law enforcement officials; (f) pursuant to any written authorization that you give to us; or (g) that occurred prior to April 14, 2003.

6. The right to request and obtain from us a paper copy of this Notice.

If you believe that we have violated your privacy rights, then you may file a written complaint with Kevin Lockette, who is our privacy officer. You may also file a complaint with the Office for Civil Rights of the DHHS. Your complaint must: (a) be in writing, either on paper or electronically; (b) name the Company and describe the acts or omissions you believed to be in violation of the Privacy Rules; (c) be filed within 180 days of when you knew or should have known that the act or omission complained of occurred, unless the time limit is waived by the DHHS for good cause showo. The complaint may be sent to: Office of Civil Rights, U.S. Department of Health and Human Services, Region IX, 50 United Nations Plaza, Room 322, San Francisco, CA 94102. We will not retaliate against you for filing a complaint. If you wish to obtain additional information about any of the matters discussed in this notice you may contact Kevin Lockette at 808-593-2610.

This Notice is effective as of April 14, 2003.



## **No-Show / Cancellation Policy**

#### Please Read Carefully

We realize that emergencies and other scheduling conflicts arise and are sometimes unavoidable; however, advance notification allows us to fulfill other patient's scheduling needs and keeps the clinic operating at its most efficient level. Due to our one-on-one 60-minute treatments, missed appointments are a significant detriment to your physical therapy, the clinic and other patients.

**1**. You must provide our office with <u>**24-hour notice**</u> to change or cancel any appointments. Patients who "no-show" a scheduled appointment or do not provide 24-hour notice to change a scheduled appointment will be charged a <u>**\$50 dollar fee**</u>.

**2**. We reserve your one-hour appointment time just for you. We do our best to provide 1:1 optimum treatment outcomes for all our patients. 24-hour notice allows us to place another patient in your cancelled appointment period to received needed treatment.

**3**. Certain accident claims adjusters expect regular attendance to physical therapy as a requirement of an approved treatment plan. If appointments are missed or cancelled on a regular basis it could affect the status of your claim. Your treatment plan has been established by your medical practitioners to get you back to your regular activities as quickly as possible. Missing appointments hinders that process and may end up prolonging recovery.

**4**. After missing two appointments without notice or canceling two appointments in a row, you will also be placed on a same day scheduling policy for your treatments, which would not allow you to schedule any appointments in advance. If canceling or not showing up to your appointments becomes a habit we will notify and transfer your care back to your primary provider.

Thank you for providing our office and our patients with this courtesy. Signing below indicates you understand and agree to the terms of this policy.

Signature of Responsible Party

Date

\*\*\*\*\*\*\* High Quality Physical Therapy on the Windward side (Kailua) \*\*\*\*\*\*\*

\*Orthopedic\*Neurological\*Aquatics\*1:1\* Continuity of care\*