

Patient Information

Name _____ birth date _____

Address (street) _____ apt. # _____

(town, state, zip) _____

Telephone: home _____ work _____

cell phone _____ e-mail _____

Guardian (if a minor) _____ relationship _____

Address (if different) _____

_____ telephone _____

Employer _____ Occupation _____

Spouse (full name) _____

Employer _____ daytime telephone _____

Nearest relative not living with you _____

Telephone _____ Address _____

Name of health insurance company _____

Is this a motor vehicle accident? _____ Name of car insurance _____

Is this a legal case? _____ Name of lawyer _____

lawyer's telephone _____

Is this a workers' compensation case? _____

I, _____, understand that payment for services provided by this office is solely my responsibility, regardless of any insurance coverage I may have. I understand that Dr. Goodman does not participate with any insurance, including Medicare, and responsibility for filing any claims, except Workers' Compensation, is mine. I authorize the release of any information relating to any claim for benefits, in order to process any claim for benefits. I permit a copy of this authorization to be used in place of the original. This authorization may be revoked by me at any time in writing.

Date _____

Signature (by patient or responsible party) _____

Name _____ Age _____ Referred by _____
Height _____ Weight _____

MEDICAL HISTORY

Check any of the following conditions you have had:

- | | | |
|--|---|--|
| <input type="checkbox"/> Arthritis | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Skin condition |
| <input type="checkbox"/> Heart disease | <input type="checkbox"/> Tuberculosis | <input type="checkbox"/> Headaches |
| <input type="checkbox"/> Cancer | <input type="checkbox"/> Respiratory problems | <input type="checkbox"/> Genital/urinary problems |
| <input type="checkbox"/> Recent weight gain/loss | <input type="checkbox"/> Gout | <input type="checkbox"/> Bleeding ulcers |
| <input type="checkbox"/> High blood pressure | <input type="checkbox"/> Stomach disorders | <input type="checkbox"/> Glandular/thyroid disorders |

Are there any other medical problems that we should be aware of? _____

Any allergies? (Hay fever, penicillin, drugs, etc.) _____

List all medications you are currently taking:

<u>Name</u>	<u>Dose</u>	<u>Taking Since</u>	<u>Effect</u>

List all operations and illnesses which required hospitalization.

	Year

List any injuries (severe sprains, fractures, dislocations) or other bone or joint problems.

	Year

If female, number of pregnancies _____ number of children _____ last period _____

Are you pregnant now? _____

Other Healthcare Providers

Name	Specialty

Name _____

SOCIAL HISTORY

Single ___ Married ___ Divorced ___ Widowed ___
How would you describe yourself? Normal ___ Nervous ___ Depressed ___ Tense ___
Cry Easily ___ Quick temper ___ Outgoing ___ Shy ___ Reserved ___
Activity at work: Sitting ___ Moderately Active ___ Heavy Labor ___ Computer ___
Do you drink alcohol? ___ How often? _____
Do you smoke? ___ How much? _____
Do you exercise, play sports? ___ Type _____ Frequency _____

Are you right handed or left handed? If right handed, do you do anything with your left? _____

CURRENT PROBLEM

Mark the area on this picture where you feel the present problem(s), using the most appropriate symbols. Use no other symbols except those indicated.

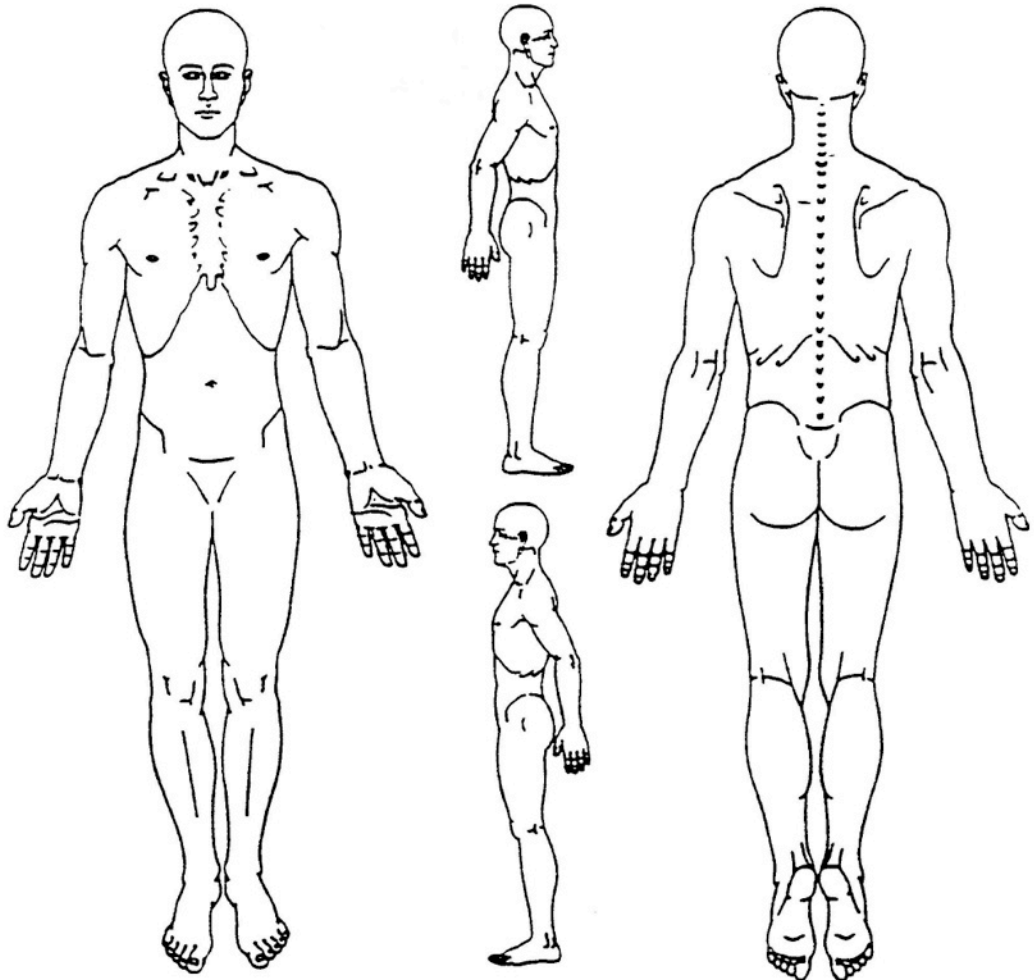
Numbness

Pins & Needles

Burning Pain
O O O O
O O O O

Sharp, Stabbing Pain
X X X X
X X X X

Aching Pain
A A A A
A A A A



HAROLD GOODMAN, D.O.

8609 SECOND AVENUE | SUITE 405B | SILVER SPRING, MD 20910 | 301-565-2494

Name _____

Chief complaints in order of importance to you:

_____ since _____ cause _____

Have you had any of these problems before? _____

How often do you have these symptoms? _____

How long do they last? _____

What helps? _____

What makes it worse? _____

Any change in bladder or bowel function? _____

If female, is it worse with periods? _____

Are you limited in any activities? Which? _____

Have you received treatment for this problem before? _____

Type of treatment _____ When? _____ Helpful? _____

Have you missed work for this complaint? _____ How long? _____

Anything else you'd like to add? _____

STATEMENT OF FINANCIAL POLICY

Payment for your medical treatment at this office is the responsibility of each patient. Health insurance is considered a method of reimbursing the patient for fees paid for medical treatment. Our bills provide you with the information you need for maximum reimbursement. Payment is expected at the time services are rendered unless special arrangements have been already made with the office. We accept cash, checks or Visa or MasterCard. If you were injured on the job and are covered by Workers' compensation we will bill your carrier for payment. You will be responsible for providing billing and contact information to us before you come in for your visit and if your carrier denies the claim, you will be responsible for the outstanding balance. Reports will be furnished on request. This request must be in writing and must specify to whom the report should go. We require a fee for preparation of medical reports.

I have read the above statement of financial policy and understand the information contained in it.

Signature _____ Date _____

HAROLD GOODMAN, D.O.

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**RECEIPT OF NOTICE OF PRIVACY PRACTICES
WRITTEN ACKNOWLEDGMENT FORM**

I, _____, have received a copy of Harold Goodman, D.O.'s Notice of Privacy Practices.

Signature of Patient

Date

NOTICE OF PRIVACY PRACTICES

THIS NOTICE DESCRIBES HOW HEALTH INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION.

PLEASE REVIEW IT CAREFULLY.

THE PRIVACY OF YOUR HEALTH INFORMATION IS IMPORTANT TO US.

OUR LEGAL DUTY

We are required by applicable federal and state law to maintain the privacy of your health information. We are also required to give you this Notice about our privacy practices, our legal duties, and your rights concerning your health information. We must follow the privacy practices that are described in this Notice while it is in effect. This Notice takes effect April 14, 2003 and will remain in effect until we replace it.

We reserve the right to change our privacy practices and the terms of this Notice at any time, provided such changes are permitted by applicable law. We reserve the right to make the changes in our privacy practices and the new terms of our Notice effective for all health information that we maintain, including health information we created or received before we made the changes. Before we make a significant change in our privacy practices, we will change this Notice and make the new Notice available upon request.

You may request a copy of our Notice at any time. For more information about our privacy practices, or for additional copies of this Notice, please contact us.

USES AND DISCLOSURES OF HEALTH INFORMATION

We use and disclose health information about you for treatment, payment, and healthcare operations. For example:

Treatment: We may use or disclose your health information to a physician, pharmacist, or other healthcare provider providing treatment to you.

Payment: We may use and disclose your health information to obtain payment for services we provide to you.

Healthcare Operations: We may use and disclose your health information in connection with our healthcare operations. Healthcare operations include quality assessment and improvement activities, reviewing the competence or qualifications of healthcare professionals, evaluating practitioner and provider performance, conducting training programs, accreditation, certification, licensing or credentialing activities.

Your Authorization: In addition to our use of your health information for treatment, payment or healthcare operations, you may give us written authorization to use your health information or to disclose it to anyone for any purpose. If you give us an authorization, you may revoke it in writing at any time. Your revocation will not affect any use or disclosures permitted by your authorization while it was in effect. Unless you give us a written authorization, we cannot use or disclose your health information for any reason except those described in this Notice.

To Your Family and Friends: We must disclose your health information to you, as described in the Patient Rights section of this Notice. We may disclose your health information to a family member, friend, or other person to the extent necessary to help with your healthcare or with payment for your healthcare, but only if you agree that we may do so.

Persons Involved In Care: We may use or disclose health information to notify, or assist in the notification of (including identifying or locating) a family member, your personal representative or another person responsible for your care, of your location, your general condition, or death. If you are present, then prior to use or disclosure of your health information, we will provide you with an opportunity to object to such uses or disclosures. In the event of your incapacity or emergency circumstances, we will disclose health information based on a determination using our professional judgment disclosing only health information that is directly relevant to the person's involvement in your healthcare. We will also use our professional judgment and our experience with common

practice to make reasonable inferences of your best interest in allowing a person to pick up filled prescriptions, medical supplies, x-rays, or other similar forms of health information.

Marketing Health-Related Services: We will not use your health information for marketing communications without your written authorization.

Required by Law: We may use or disclose your health information when we are required to do so by law.

Abuse or Neglect: We may disclose your health information to appropriate authorities if we reasonably believe that you are a possible victim of abuse, neglect, or domestic violence or the possible victim of other crimes. We may disclose your health information to the extent necessary to avert a serious threat to your health or safety or the health or safety of others.

National Security: We may disclose to military authorities the health information of Armed Forces personnel under certain circumstances. We may disclose to authorized federal officials health information required for lawful intelligence, counterintelligence, and other national security activities. We may disclose to correctional institution or law enforcement official having lawful custody of protected health information of inmate or patient under certain circumstances.

Appointment Reminders: We may use or disclose your health information to provide you with appointment reminders (such as email, voicemail messages, postcards, or letters).

PATIENT RIGHTS

Access: You have the right to look at or get copies of your health information, with limited exceptions. You must make a request in writing to obtain access to your health information. You may obtain a form to request access by using the contact information listed at the beginning of this Notice. We will charge you a reasonable cost-based fee for expenses such as copies and staff time.

Disclosure Accounting: You have the right to receive a list of instances in which we or our business associates disclosed your health information for purposes, other than treatment, payment, healthcare operations and certain other activities, for the last 6 years, but not before April 14, 2003. If you request this accounting more than once in a 12-month period, we may charge you a reasonable, cost-based fee for responding to these additional requests.

Restriction: You have the right to request that we place additional restrictions on our use or disclosure of your health information. We are not required to agree to these additional restrictions, but if we do, we will abide by our agreement (except in an emergency).

Alternative Communication: You have the right to request that we communicate with you about your health information by alternative means or to alternative locations. You must make your request in writing and must specify the alternative means or location.

Amendment: You have the right to request that we amend your health information. Your request must be in writing, and it must explain why the information should be amended. We may deny your request under certain circumstances. We must provide you a letter of denial explaining our reasons for denial.

QUESTIONS AND COMPLAINTS

If you want more information about our privacy practices or have questions or concerns, please contact us. If you are concerned that we may have violated your privacy rights, or you disagree with a decision we made about access to your health information or in response to a request you made to amend or restrict the use or disclosure of your health information or to have us communicate with you by alternative means or at alternative locations, you may complain to us using the contact information listed at the beginning of this Notice. You may also submit a written complaint to the U.S. Department of Health and Human Services.

We support your right to the privacy of your health information. We will not retaliate in any way if you choose to file a complaint with us or with the U.S. Department of Health and Human Services.