



# Spine, Sports & Wellness

## Workmen Compensation

Name \_\_\_\_\_ Date \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Age \_\_\_\_\_ Birth Date \_\_\_\_\_ Marital Status: M/S/D

### Employment Information

Occupation \_\_\_\_\_ Student  Full Time  Part Time

Employed By \_\_\_\_\_  Full Time  Part Time

Spouse Name \_\_\_\_\_ Spouses Employer \_\_\_\_\_ Bus. Phone \_\_\_\_\_

*Health Ins. — (Note: If accident related Auto Insurance/Workers Compensation Ins. Co. is listed as Primary)*

Primary Insurance Co. \_\_\_\_\_ Secondary Insurance Co. \_\_\_\_\_

Group No. \_\_\_\_\_ Group No. \_\_\_\_\_

Policy No. \_\_\_\_\_ Policy No. \_\_\_\_\_

Name of Insured \_\_\_\_\_ Name of Insured \_\_\_\_\_

Insured Soc Sec. No. \_\_\_\_\_ Insured Soc Sec. No. \_\_\_\_\_

Date of Birth of Insured \_\_\_\_\_ Date of Birth of Insured \_\_\_\_\_

### Chief Complaints

\*\*\* What complaints or condition brings you to see the doctor today? \_\_\_\_\_

When did this condition or complaint begin? \_\_\_\_\_

Primary Medical Doctor \_\_\_\_\_ Address \_\_\_\_\_

Last Visit \_\_\_\_\_ Do you take prescription medications:  Yes  No

### Emergency Contact

IN CASE OF EMERGENCY, WHO SHOULD BE NOTIFIED

Relationship \_\_\_\_\_ Phone: Home \_\_\_\_\_ Work \_\_\_\_\_

I hereby give permission to the doctor to release any information requested by my insurance company acquired in the course of my examination and treatment. I also give permission to the doctor to obtain any of my previous medical records which he feels necessary to aid in the diagnosis and/or treatment of my condition.

**I hereby authorize and direct my insurance benefits to be paid directly to the doctor. I understand that ultimately I am financially responsible for all services rendered to me. I also give permission to the doctor to file formal grievances with the Maryland Insurance Commissioner when necessary on my behalf, should my insurance company deny or delay payment of all or part of my medical bills.**

I hereby give permission to the doctor to perform such procedures and administer treatment as he may deem medically/chiropRACTICALLY necessary in the diagnosis and/or treatment of my condition.

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

Robert A. Rowe, D.C.,C.C.S.P.

127 Lubrano Dr · Suite L-1 · Annapolis, Maryland 21401 · Phone: 410-224-2210 · Fax: 410- 224-4001

[www.rowechiro.com](http://www.rowechiro.com)

Robert A. Rowe, DC, PC  
 Rowe Chiropractic and Physical Therapy Center  
 Medical History Questionnaire

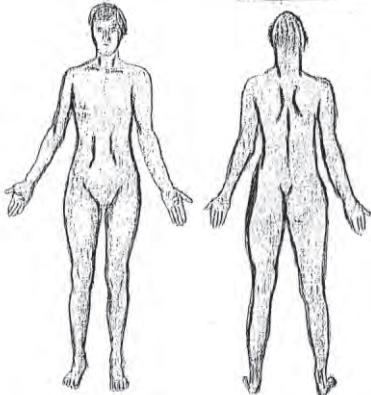
Name \_\_\_\_\_ DOB \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_ Date \_\_\_\_\_

What are your current symptoms?

None \_\_\_\_\_ or Check the boxes which apply

	Pain		Numbness		Tingling	
	L	R	L	R	L	R
Head	<input type="checkbox"/>					
Neck	<input type="checkbox"/>					
Upper back	<input type="checkbox"/>					
Mid back	<input type="checkbox"/>					
Lower back	<input type="checkbox"/>					
Shoulder	<input type="checkbox"/>					
Arm	<input type="checkbox"/>					
Forearm	<input type="checkbox"/>					
Hand	<input type="checkbox"/>					
Buttock	<input type="checkbox"/>					
Hip	<input type="checkbox"/>					
Thigh	<input type="checkbox"/>					
Leg	<input type="checkbox"/>					
Foot	<input type="checkbox"/>					

Please mark the location of your pain on the figures below:



**Social History**

Does your job require you to sit or stand for long periods of time? Yes \_\_\_\_\_ No \_\_\_\_\_ Describe: \_\_\_\_\_

Do you have to lift objects repeatedly during the day at work? Yes \_\_\_\_\_ No \_\_\_\_\_ How much weight? \_\_\_\_\_ lbs

Do you exercise regularly? Yes \_\_\_\_\_ No \_\_\_\_\_ Cite Type:

Jog \_\_\_\_\_ Walk, Jog/Run \_\_\_\_\_ Aerobics \_\_\_\_\_ Swim \_\_\_\_\_ Weights \_\_\_\_\_  
 other \_\_\_\_\_ Distance \_\_\_\_\_ Time \_\_\_\_\_  
 Times/week \_\_\_\_\_

Do you smoke? \_\_\_\_\_ How many packs/day \_\_\_\_\_  
 Do you drink coffee? \_\_\_\_\_ Alcohol? \_\_\_\_\_ Soft Drinks? \_\_\_\_\_  
 How often? \_\_\_\_\_

When did your current symptoms begin?

Did the onset begin: Gradually over time \_\_\_\_\_  
 Suddenly \_\_\_\_\_

Is this the result of a: Fall \_\_\_\_\_ Auto \_\_\_\_\_  
 Work Injury \_\_\_\_\_ Sports Injury \_\_\_\_\_  
 Other: \_\_\_\_\_

**What makes your pain worse? Check all that apply:**

Nothing  
 Coughing  
 Sneezing  
 Straining at stool  
 Neck Movement  
 Reaching  
 Lifting  
 Bending  
 Sitting  
 Standing  
 Walking  
 Sleeping  
 Other \_\_\_\_\_

**Have you noticed a change in:**  
 Bowel function  
 Bladder function  
 Inability to maintain an erection  
 Arm Strength  
 Hand Strength  
 Leg Strength

How bad is your pain level? Circle the number describing your pain level at its worst

0 \_\_\_\_\_ 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_ 7 \_\_\_\_\_ 8 \_\_\_\_\_ 9 \_\_\_\_\_ 10  
 No pain \_\_\_\_\_ Excruciating \_\_\_\_\_

Have you experienced: Severe or Constant Headache?

Dizziness \_\_\_\_\_ Vision Problems \_\_\_\_\_ Facial Weakness \_\_\_\_\_  
 Loss of Balance \_\_\_\_\_ None \_\_\_\_\_

Other \_\_\_\_\_

What SELF treatment have you tried?

None \_\_\_\_\_ Ice \_\_\_\_\_ Heat \_\_\_\_\_ Exercise \_\_\_\_\_

Medications:

Over the Counter: \_\_\_\_\_

Prescription: \_\_\_\_\_

Other \_\_\_\_\_

Have you experienced this condition before? \_\_\_\_\_  
 If yes—describe: \_\_\_\_\_

Have you tried chiropractic before? \_\_\_\_\_ If yes, describe: \_\_\_\_\_  
 With whom? \_\_\_\_\_

# ROWE CHIROPRACTIC AND PHYSICAL THERAPY CENTER

**Review of Systems:** Please check the appropriate box for the symptoms you currently/recently experienced.

**1. General**  None

Fatigue  Chills  Weakness  Fever  Unexplained weight changes  Night sweats

**2. Neurological**  None

Headaches  Dizziness  Fainting/loss of consciousness  Convulsions  Tingling  Numbness

Loss of Balance  Difficulty Concentrating/Memory loss  Loss of strength  Tremors

Drooping eyelid, face, mouth

**3. Eyes, Ears, Nose, Throat**  None

Loss of vision R L  Blurred Vision R L  Eye/Ear pain R L  Eye/Ear discharge R L

Loss of hearing R L  Ringing in ears R L  Nose bleeding  Absence of smell  Sinus infection

Mouth/lip sores or bleeding

**4. Cardiovascular and Respiratory**  None

Persistent cough  Wheezing  Difficulty breathing  Spitting up blood or phlegm  Chest pains

Heart murmur  Irregular heart beat/palpitations  Shortness of breath  Swelling in extremities

High blood pressure  High cholesterol  Symptoms of Concern: \_\_\_\_\_

**5. Gastrointestinal**  None

Constipation  Diarrhea  Stomach pain  Vomiting  Loss of appetite  Blood in stools

Dark stools  Loss of bowel control  Increased stomach noise/growling

Symptoms of concern: \_\_\_\_\_

**6. Genitourinary**  None

Pain when urinating  Frequent urination  Blood in urine  Kidney stones or infection

Bladder infection  Loss of bladder control  Inability to maintain or initiate urine flow  Bed wetting

**7. Endocrine**  None

High/low blood sugar  Bloating/puffiness of face or body  Excessive sweating

Heat/Cold intolerance  Goiter  Tremors/Convulsions  Breast discharge  Other \_\_\_\_\_

**8. Skin**  None

Rash  Redness/Itching/Eczema  Hair/Nail changes/loss  Moles/growths  Bruising/discoloration

**9. Psychological**  None

Anxiety  Depression  Confusion  Memory Loss  Mood Swings  Phobias  Other \_\_\_\_\_

**MEDICAL HISTORY:** Circle the following conditions you have or had:

Aids/HIV Arthritis Asthma Allergies Anemia Aneurysm Appendicitis Arteriosclerosis Bone fracture

Cancer Chicken Pox Diabetes Dislocated Joint Emphysema Epilepsy Fibromyalgia Foot Problems

Gout Gall Bladder Problems Heart Disease High Blood Pressure Low Blood Pressure Infection

Kidney Problems Lyme Disease Liver Problems Measles Mumps Multiple Sclerosis Mental

Illness Osteoporosis Pinched Nerve Polio Pneumonia Pacemaker Prostate Problems Pregnancy

Rheumatic Fever Scoliosis Spinal Disc Disease Stroke Sexually Transmitted Disease Tuberculosis

Ulcers Whiplash Other \_\_\_\_\_

Any Surgeries: \_\_\_\_\_

Any Prescriptions: \_\_\_\_\_

**FAMILY HISTORY** Circle the family members which correspond to the condition they have or had:

**Cancer - Diabetes - Heart Disease - Stroke - High Blood Pressure - Arthritis - Scoliosis - Back/Neck Trouble - Osteoporosis - MS**

Father									
Mother									
Brother									
Sister									
Child									

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

# BACK PAIN QUESTIONNAIRE

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

## Sleeping

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

## Sitting

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

## Standing

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

## Walking

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

## Personal Care

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

## 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.
- ③ Pain prevents me from lifting heavy weights off the floor, but I can manage if they are conveniently positioned (e.g., on a table).
- ④ Pain prevents me from lifting heavy weights off the floor, but I can manage light to medium weights if they are conveniently positioned.
- ⑤ I can only lift very light weights.

## Traveling

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

## Social Life

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

## Changing degree of pain

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

# NECK PAIN QUESTIONNAIRE

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.

## 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).

## 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.

## 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.

## 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.

## 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.

## 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.

## 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.

## 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.

## 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.

# ROWE CHIROPRACTIC AND PHYSICAL THERAPY CENTER

**127 Lubrano Dr - Suite L-1 - Annapolis, Maryland 21401**

# WORKMEN COMPENSATION QUESTIONNAIRE

Name \_\_\_\_\_ Date of Injury \_\_\_\_\_ Time \_\_\_\_\_ am/pm

Company Name \_\_\_\_\_ Your Job title/description \_\_\_\_\_

Where did injury occur? \_\_\_\_\_

Describe the injury or accident and what you were physically doing (i.e. bending, lifting, driving, etc) at the time:

Did you report the incident to your supervisor or person in charge? Yes No If yes, when?

What is the name and title of the person you reported your accident to?

Immediately following the injury or accident, describe how you felt

Were you: Knocked unconscious? \_\_\_\_\_ In a daze? \_\_\_\_\_ Did you go to the hospital? \_\_\_\_\_ If yes, when? \_\_\_\_\_ At the time of the accident? \_\_\_\_\_ The next day? \_\_\_\_\_ Other/Explain \_\_\_\_\_

How did you get to the hospital? By ambulance? \_\_\_\_\_ Private Transportation? \_\_\_\_\_ If ambulance-did attendants put you in a cervical collar or other brace? Explain \_\_\_\_\_ What was the diagnosis?

\_\_\_\_\_ Were you admitted to the hospital? \_\_\_\_\_ How long was your stay if admitted? \_\_\_\_\_ Were you x-rayed at the hospital \_\_\_\_\_ What treatment was rendered at the hospital? \_\_\_\_\_ What treatment was recommended? \_\_\_\_\_

See own doctor? See orthopedic doctor? See chiropractor? Physical therapy?

Have you seen any other doctor for this injury/accident? \_\_\_\_\_ Doctor's Name and specialty \_\_\_\_\_

### **List your present complaints:**

**Were you experiencing any of these symptoms prior to your accident?** Explain

Is your pain constant?      On and off?      Sharp?      Dull?      Other

Do you have any numbness or tingling in your: Arms Legs Hands Fingers Feet Toes

Do you have cramps in your: L R Leg L R Arm

Do you have trouble in your sex life?

Have you had any changes in your bowel or bladder function since the accident? \_\_\_\_\_ Since the accident are you experiencing:  
(Please circle) Headaches Dizziness Nausea Memory loss Mood swings Confusion Buzzing or ringing in ears  
Visual problems Depression Difficulty sleeping

What is your most comfortable position? (circle): Sitting Standing Lying on: Back R side L side Stomach Other

## WORKCOMP QUESTIONNAIRE PAGE 2

Is it difficult to move around in bed? \_\_\_\_\_ Does stretching or twisting worsen the pain? \_\_\_\_\_ Is your pain worse when rising out of a chair or seated position? \_\_\_\_\_ Does your pain increase with bowel movements? \_\_\_\_\_ Sneezing \_\_\_\_\_ Coughing \_\_\_\_\_ Straining \_\_\_\_\_ Does pain increase when you move your head or torso? \_\_\_\_\_ If yes, circle: Forward Backward Side -to-side Turning

Do you feel better or worse when moving around? \_\_\_\_\_ Do any of the following relieve your pain? - Circle: Heating pad Hot bath Shower Ice pack Brace

Have you lost any time from work because of this injury? \_\_\_\_\_ If yes, give dates \_\_\_\_\_

Are you presently working? \_\_\_\_\_ If yes, part time? Full time?

Have you been involved in any other work-related accidents before this one? \_\_\_\_\_ If yes, explain \_\_\_\_\_

Are you currently taking any medications as a result of this injury? \_\_\_\_\_ Please list \_\_\_\_\_

Do you smoke? \_\_\_\_\_ Packs per day: \_\_\_\_\_ Consume alcohol? \_\_\_\_\_ Amount/week \_\_\_\_\_ Exercise Regularly \_\_\_\_\_ Not currently able to due to injury \_\_\_\_\_ Do you suffer with any other conditions? \_\_\_\_\_ If yes, explain \_\_\_\_\_

**Before** your injury, estimate your lifting ability Amount of weight maximum \_\_\_\_\_ Average \_\_\_\_\_ How far could you carry this weight? \_\_\_\_\_ For how long? \_\_\_\_\_ Was this lifting done: Work Home Elsewhere

How often did you carry this weight? Every day Often Intermittently

**After** your injury: How much weight can you now lift without experiencing pain, discomfort, or restriction of motion: \_\_\_\_\_

Did you experience pain, discomfort, or restriction of motion prior to your injury \_\_\_\_\_ How far can you carry this weight? \_\_\_\_\_

How long a period of time? \_\_\_\_\_ How often can you carry this weight \_\_\_\_\_

Are you now limited in your lifting ability in some position that you were previously not? \_\_\_\_\_ If yes, explain \_\_\_\_\_

What symptoms does lifting produce? \_\_\_\_\_ How long do these symptoms last? \_\_\_\_\_

Are you presently able to lift: Very heavy \_\_\_\_\_ lbs Heavy \_\_\_\_\_ lbs Light \_\_\_\_\_ lbs

What positions can you work in FULL TIME with a minimum demand of physical effort? (Circle) Standing Walking Sitting

With minimum demand of physical effort what positions can you work in PART TIME and for how long? Standing \_\_\_\_\_

Sitting \_\_\_\_\_ Walking \_\_\_\_\_ Do you feel you cannot perform any: Physical work \_\_\_\_\_ Mental work \_\_\_\_\_

Generally, is your inability to work due to: Pain Weakness Structural limitations Nerves

Are you able to take care of your personal duties (dressing, washing, toileting) \_\_\_\_\_ Do you need assistance? \_\_\_\_\_

Do you feel your present condition is temporary? \_\_\_\_\_ Permanent? \_\_\_\_\_

Patient Signature: \_\_\_\_\_ Date \_\_\_\_\_

Doctor's Notes \_\_\_\_\_

## Workers Compensation Insurance Information

Patient: \_\_\_\_\_ DOB: \_\_\_\_\_

Date of Accident: \_\_\_\_\_

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

Supervisor's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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Workers Comp Insurance Company: \_\_\_\_\_

Claim Number: \_\_\_\_\_

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

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Attorney's Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Employers First Report of Injury sent? \_\_\_\_\_ When? \_\_\_\_\_

## **HIPAA NOTICE OF PRIVACY PRACTICES**

*Rowe Chiropractic and Physical Therapy Center*

Protecting the privacy of your health information is important to us. This notice describes how information about you may be used and disclosed and how you can get access to this information. Please review it carefully.

Disclosure of protected health information (PHI) without authorization is limited to defined situations including emergency care, quality assurance, public health, research and law enforcement activities. Any other disclosures for the purposes of treatment, payment, or practice operations will be made only after obtaining your consent. You may request restrictions on disclosures and, if we decide to grant your request, we are bound by our agreement.

Disclosures of PHI are limited to the minimum necessary for the purpose of the request. This provision does not apply to the transfer of medical records for treatment. You may inspect and receive copies of your records within 30 days of a request. There may be a reasonable cost-based fee for photocopying, postage and preparation.

You may request a change of record. Our practice has the right to accept or deny your request. We maintain a history of PHI disclosures which are available to you.

**Disclosures used in our office:** You will be required to sign a check-in sheet and we may call you by name in the waiting room. We may contact you by phone or mail or leave a message on an answering machine/voice mail/e-mail, or with a person pertaining to appointment reminders, missed appointments, business announcements, birthdays, or about our practice and staff. Patient files/travel cards are used during the day and may be incidentally noticed by other patients during the day but are secured when the office is closed. **NO ONE OTHER THAN THE DOCTOR AND STAFF HAVE DIRECT ACCESS TO ANY PATIENT FILES OR TRAVEL CARDS AT ANY TIME.** It will be necessary to release PHI to the payer in order to get paid. It may be necessary for us to obtain previous health information from other sources in order to treat you efficiently.

Our practice is required to abide by this notice. We have the right to change this notice in the future. Any revisions will be prominently displayed in a clearly visible location in our office.

You may file a complaint about privacy violations by contacting our privacy officer: Lauren Rowe, Office Manager, 410-224-2210. **I have read and know that I am entitled to a copy of the Notice of Privacy Practices:**

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Signed Patient

Date

I grant consent to Rowe Chiropractic and Physical Therapy Center (Provider) to use and disclose my PHI for the purposes of treatment, payment, and health care operations as detailed above. I understand I have the right to revoke this consent in writing, except to the extent you have already used or disclosed such information in reliance upon your consent.

**MEDICARE PATIENTS:** I certify that the information given by me in applying for payment under Title XVIII and/or Title XI of the Social Security Act is correct. I authorize any holder of medical or other information about me to release to the Social Security Administration or its intermediary carriers any information needed for this or related Medicare claim.

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Signed Patient

Date

**Authorization of Additional Disclosures:** The Privacy Rule requires that a Provider limit the use and disclosure of PHI. I authorize this Provider to disclose information related to my care, treatment and/or finances to the following named person(s) and understand that the Privacy provisions are waived accordingly for the named:

**CONSENT FOR TREATMENT:** I consent to the rendering of care, including treatment and performance of diagnostic procedures. I understand that I am under the care and supervision of Robert A. Rowe, DC, and it is the responsibility of the staff to carry out the instructions of Dr. Rowe.

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Effective date of this Notice: February 9, 2010

Signed Patient

Date