

Sound Hand and Orthopedics, PLLC
Seattle Clinic- 901 Boren Ave., Ste. 900, Seattle, WA 98104
Factoria Swedish- 12917 SE 38th St., Ste. 100, Bellevue, WA 98006
Bellevue Clinic- 1601 116th Ave. NE, Ste. 111, Bellevue, WA 98004
Phone-206.257.3350 / Fax-206.257.3352 - myhandmd@gmail.com

Patient Registration Form

Today's Date: _____ Primary Care Provider: _____

Patient's last name: _____ First _____ M.I. _____

Date of Birth: _____ Age: _____ Sex _____ Marital Status _____

Mailing address: _____

City: _____ State: _____ Zip code: _____

Cell phone: _____ Home/Work _____ / _____

E-mail: _____

Insurance Information

Medical Insurance [] Workman' Comp [] Auto Insurance [] Self Pay []

If this is medical insurance and you are the subscriber, no need to complete information below.

Relationship to primary holder: Spouse: _____ Child: _____ Other: _____ (please check one)

Subscribers name: _____ Date of Birth: _____

Workman's Comp or Auto Claim

Claim # _____ Date of Injury: _____ Company: _____

Manager or Adjusters name: _____ Phone #: _____

Address: _____ City _____ State _____ Zip _____

In Case of Emergency

Name of friend or family member: _____ Phone # _____

The above information is true to the best of my knowledge. I authorize my insurance benefits be paid directly to the physician. I understand that I am financially responsible for any money owed. I also authorize Sound Hand and Orthopedics, PLLC or insurance company to release any information required to process my claims.

Patient/Guardian Signature _____ Date: _____

Sound Hand and Orthopedics, PLLC

Authorization to Leave Personal Health Information By Alternate Means

Patient Name: _____ DOB: _____

Please check all that apply:

May leave detailed message on voicemail at home # : _____

May leave detailed message on voicemail at work # : _____

May leave detailed message on cell phone # : _____

May leave information with Spouse (name): _____

May leave information with other family member (name(s))

May leave detailed message at a different # : _____

May leave information on e-mail account: _____

May leave information with interpreter _____

With this signature below I acknowledge and understand that this information will be kept in my medical record and the above parameters will be abided by until revoked by me in writing. It is my responsibility to notify my healthcare provider should I change one or more of the telephone numbers listed above.

Signature of Patient

Date

Patient Name

Sound Hand and Orthopedics, PLLC

STATEMENT OF PRIVACY PRACTICES

Our office is dedicated to protect the privacy rights of our patients and the confidential information entrusted to us. The commitment of each employee to ensure that your health information is never compromised is a principal concept of our practice. We may, from time to time, amend our privacy policies and practices but will always inform you of any changes that might affect your rights.

Protecting Your Personal Healthcare information

We use and disclose the information we collect from you only as allowed by the Health Insurance Portability and Accountability Act and the state of Washington. This includes issues relating to your treatment, payment, and our health care operations. Your personal health information will never be otherwise given to anyone – even family members – without your written consent. You, of course, may give written authorization for us to disclose your information to anyone you choose, for any purpose.

Our offices and electronic systems are secure from unauthorized access and our employees are trained to make certain that the confidentiality of your records is always protected. Our privacy policy and practices apply to all former, current, and future patients, so you can be confident that your protected health information will never be improperly disclosed or released.

Collecting protected Health Information

We will only request personal information needed to provide our standard of quality health care, implement payment activities, conduct normal health practice operations, and comply with the law. This may include your name, address, telephone number(s), Social Security Number, employment data, medical history, health records, etc. While most of the information will be collected from you, we may obtain information from third parties if it is deemed necessary. Regardless of the source, your personal information will always be protected to the full extent of the law.

Disclosure of your Protected Health Information

As stated above, we may disclose information as required by law. We are obligated to provide information to law enforcement and governmental officials under certain circumstances. We will not use your information for marketing purposes without your written consent.

We may use and/or disclose your health information to communicate reminders about your appointments including voicemail messages, answering machines, and postcards.

Patient Rights

You have a right to request copies of your healthcare information; to request copies in a variety of formats; and to request a list of instances in which we, or our business associates, have disclosed your protected information for uses other than stated above. All such requests must be in writing. We may charge for your copies in an amount allowed by law. If you believe your rights have been violated, we urge you to notify us immediately. You can also notify the U.S. Department of Health and Human Services.

We thank you for being a patient at our office. Please let us know if you have any questions concerning your privacy rights and the protection of your personal health information.

Sound Hand and Orthopedics, PLLC

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES

This form does not constitute legal advice and covers federal, not state laws.

I acknowledge that I have received a copy of the Statement of Privacy Practices for the offices of South Hand and Orthopedics. The Statement of Privacy Practices describes the types of use and disclosures of my protected health information that might occur in my treatment, payment of services or in the performance of office healthcare operations. The Statement of Privacy Practices also describes my rights and the responsibilities and duties of this office with respect to my protected health information. The Statement of Privacy Practices can also be provided upon request.

South Hand and Orthopedics reserves the right to change the privacy practices that are described in the statement of privacy practices. If privacy practices change, I will be offered a copy of the revised statement of privacy practices at the time of my first visit after the revisions become effected. I may also obtain a revised statement of privacy practices by requesting that one be mailed to me.

ADDITIONAL DISCLOSURE AUTHORITY

In addition to the allowable disclosures described in the Statement of Privacy Practices, I hereby specifically authorize disclosure of my Protected Healthcare Information to the persons indicated below.

Any member of my immediate family	<input type="checkbox"/> YES <input type="checkbox"/> NO
Spouse Only	<input type="checkbox"/> YES <input type="checkbox"/> NO
Other (Please specify)	<input type="checkbox"/> YES <input type="checkbox"/> NO

Name of Patient or Personal Representative

Signature of Patient or Personal Representative

Date

Description of Personal Representative's Authority

FOR OFFICE USE ONLY:

Provided to patient prior to treatment YES NO

Date statement provided: _____

We have made every effort to obtain written acknowledgement of receipt of our Notice of Privacy from this patient, but it could not be obtained because:

_____ The patient refused to sign

_____ Patient needed more time to review Statement of Privacy Practices

_____ Patient wanted to consult with another person before signing statement

_____ Due to an emergency situation, it was not possible to obtain an acknowledgment

_____ We were unable to communicate with the patient

_____ Other (please specify below)

Employee signature: _____ Date: _____

Sound Hand and Orthopedics, PLLC

Credit Policy

Thank you for selecting Sound Hand and Orthopedics for your health care needs. In order to effectively bill and collect on charges incurred at our practice, we require all patients to read and sign this credit policy. By signing this document, you agree to adhere to the policies detailed herein. The purpose of these guidelines is to clarify standards and expectations for both the office and our patients. Thank you for your cooperation.

Patient Responsibility: As a courtesy, Sound Hand and Orthopedics will bill on behalf of our patients to all healthcare plans with which we are contracted; however, it is the responsibility of the patient and/or guarantor to verify whether or not Rajiv Goel M.D. is contracted under their individual plan and to be aware of the specific benefit exclusions or limitations of said plan. Please contact your Member Services Department for clarification on coverage. In addition to this credit policy, Sound Hand and Orthopedics may require patients to sign additional waivers/disclaimers stating that you assume financial responsibility for services rendered at your request.

Payment Responsibility: For each visit, patient and/or guarantor are required to bring photo identification, their current insurance card(s), and applicable co-payment. Due to rapidly changing coverage and identification numbers, as well as to ensure correct billing, **a current insurance card is required to be presented at each visit.** Co-pays and deductibles are due and payable at time of service unless arrangements have been made with our business office.

Patients who are self-pay will receive a discount on clinic charges if their visit is paid in full at the time of service. Patient and/or guarantor assume responsibility for all charges and unpaid balances resulting from treatment provided by Sound Hand and Orthopedics. Payment for service(s) is due within 30 days of the first statement. If you are unable to pay the balance in full within 30 days, please contact our business office to make payment arrangements.

Insurance reimbursement is a contract between you and your carrier. If payment has not been received after 60 days from the time of service, please contact your carrier to check on the status of your claim and immediately contact the business office if matters are not in order. Delinquent accounts more than 60 days past due with no payments and/or defaulted payment arrangements are subject to review and possible collection action. A \$30.00 fee will be charged if your check is returned from your bank unpaid.

Appointments: Patients who are unable to keep their appointment should call at least 24 hours in advance to notify scheduling. Patients who consistently fail to provide 24 hour cancellation notice and/or do not show up for scheduled appointments with Sound Hand and Orthopedics will be charged a fee of \$50.00 or more per missed appointment and may be dismissed from the practice.

It is not our intention to cause undue hardship; however we must collect our receivables as efficiently as possible in order to continue our service to the community.

I have read, and accept the credit policy terms outlined above. I understand that I am ultimately financially responsible for payment of my account with Sound Hand and Orthopedics. I agree that in the event additional costs and/or fees are incurred in connection with the collection of my account, I understand that I am responsible for such charges.

Patient Name Printed

Date of Birth

Patient/ Guarantor Signature

Date

Address: _____ City: _____ State: _____ Zip _____

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Sound Hand and Orthopedics, PLLC

Dr. Goel Chief Complaint & History of Present Illness

Patient Information:

Today's Date: _____

Name: _____ DOB: _____ Age: _____

Handed: R L Ambidextrous

Sex: Male Female Work Status: Unemployed Disabled Sick Leave Retired

Occupation: _____

Hobbies/ Sports: _____

Litigation Auto Ins. L&I Claim # _____

Primary Care: _____ MD DO NP PA DC ND

Referral: _____ ER MD/DO/DC/ND NP/PA PT/OT

Case worker Attorney

Chief Complaint:

Present Problem: _____

History of Present Illness:

Location: Where is your pain? _____ R L Both

Duration: Date of Injury: _____ Date of Onset: _____

Gradual Sudden

Previous Episodes: _____

Mechanism: Injury (Describe) _____

No Injury. What do you think may have caused your symptoms? _____

Job related Sports related MVA

Quality: Sharp Dull Stabbing Aching Burning Tingling Other _____

Severity: On a scale of 0-10, how severe is your pain? 0 1 2 3 4 5 6 7 8 9 10

Associated Symptoms: Swelling Bruising Numbness Locking/ Catching Other _____

Radiating (spreading) _____

Timing: Constant Intermittent (Comes and goes) Wakes from sleep

Context: Since my problem started, it is: Getting better Getting worse Unchanged

Modifying: What makes your symptoms better? _____

Rest Ice Heat Elevation Shaking the hand out

What makes your symptoms worse? _____

Lifting Pinching Holding phone Lying down Turning key

Standing Squatting Stairs Getting out of a chair Open jars

Previous Studies: X-Rays MRI CT Bone Scan EMG/ Nerve Study

When: _____ Facility: _____

Previous Treatments: Medication Injection PT/OT Splints Surgery Please describe below:

Did the treatment help? Yes No Explain: _____

Sound Hand and Orthopedics, PLLC

Dr. Goel Medical History

Date: _____

Patient Information:

Name: _____ DOB: _____ Age: _____

Check all that apply:

Musculoskeletal:

- Osteoarthritis
- Rheumatoid Arthritis
- Gout/ Crystal disease
- Osteoporosis
- Tendonitis/ Bursitis
- Fibromyalgia
- Fracture: _____
- Other: _____

Cardiovascular:

- Hypertension
- High Cholesterol
- Coronary Artery Disease
- MI (Heart Attack)/Angina
- Congestive Heart Failure
- Arrhythmia
- Blood Clot/ DVT/ PE
- Peripheral Vascular Disease
- Leg Edema
- Varicosities
- Other: _____

OB/ Gyn:

- Post Menopause – HRT
- Amenorrhea
- Breast Cancer – Node Dissection
- Previous Lymphedema
- Other: _____

Eyes, Ears, Nose & Throat

- Glaucoma
- Blind
- Deaf
- Hearing Aids
- Chronic Sinus Infections
- Difficulty Swallowing
- Difficulty with Previous Intubation
- Other: _____

Neurologic:

- Neuropathy
- CVA (Stroke)
- Dementia
- Seizures
- Parkinson's
- Multiple Sclerosis
- RSD
- Other: _____

Pulmonary:

- Emphysema
- Asthma
- COPD
- Bronchitis
- Other: _____

Endocrine:

- Diabetes (insulin?)
- Thyroid (hypo/hyper)
- Other: _____

Renal:

- Urinary Tract Infections
- Kidney Stones
- Kidney Failure/ Dialysis
- Other: _____

Dental:

- Tooth Decay
- Loose Teeth
- Dentures
- Gum Disease
- Other: _____

Gastrointestinal:

- GERD
- Ulcer/ GI Bleed
- Hepatitis
- Pancreatitis
- Crohn's/ IBS
- Gallstones
- NSAID Intolerance
- Other: _____

Psychiatric:

- Depression
- Substance Abuse
- PTSD
- Anxiety
- Memory Loss
- Other: _____

Skin:

- Chronic Sores/ Ulcers
- Psoriasis
- Other: _____

Hematologic/ Lymphatic:

- HIV/AIDS
- Clotting Problems
- Bleeding Problems
- Other: _____

Chronic Infections:

- MRSA
- Other: _____

Sound Hand and Orthopedics, PLLC

Surgical History

Surgery	Year	Surgery	Year
<input type="checkbox"/> Removal: Gallbladder	_____	<input type="checkbox"/> Coronary Artery Bypass	_____
<input type="checkbox"/> Removal: Appendix	_____	<input type="checkbox"/> Heart Valve Repair	_____
<input type="checkbox"/> Removal: Tonsils	_____	<input type="checkbox"/> Carotid Endarterectomy	_____
<input type="checkbox"/> Hernia Repair	_____	<input type="checkbox"/> Vascular Stent/ Bypass	_____
<input type="checkbox"/> Hysterectomy	_____	<input type="checkbox"/> Other: _____	_____

Bone/ Joint Surgeries	Year
<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____
<input type="checkbox"/> _____	_____

Medications

Medication	Dose	Frequency
<input type="checkbox"/> Aspirin / Plavix / Coumadin (circle one)	_____	_____
<input type="checkbox"/> HTN (please specify) _____	_____	_____
<input type="checkbox"/> Insulin _____	_____	_____
<input type="checkbox"/> Oral Diabetes _____	_____	_____
<input type="checkbox"/> _____	_____	_____
<input type="checkbox"/> _____	_____	_____
<input type="checkbox"/> _____	_____	_____
<input type="checkbox"/> _____	_____	_____
<input type="checkbox"/> _____	_____	_____

Allergies

No Known Drug Allergies (please specify reaction: eg itch/ hives/ throat swelling)

Penicillin _____ Aspirin _____ Adhesives _____ Latex

Sulfa _____ Anesthetics _____ Other: _____

Social History

Do/ did you smoke? Yes No Packs/day? _____

Do/ did you drink alcohol? Yes No Drinks/day? _____

Do / did you use drugs? Yes No Describe: _____

Are you Pregnant Yes No If Yes, # of Months: _____

Family History

Arthritis Coagulation Defects Diabetes Mellitus

Hypertension Heart Disease CVA/ Stroke

Osteoporosis Depression/ Mental Illness Drug or Alcohol Addiction

Cancer – List all Types: _____

Patient Signature: _____ Date: _____

Physician Signature: _____ Date: _____

Sound Hand and Orthopedics, PLLC

Dr. Goel Review of Systems

Patient Information:

Name: _____ DOB: _____ Age: _____

Allergies: _____ Height: _____ Weight: _____

Have you had problems in any of the following areas in the last twelve months or since your last visit which were not listed in your medical problems? Please check all that apply and explain in space provided.

Musculoskeletal:

- Joint Pain Where: _____
- Muscle weakness/ aches
- Back Pain: Low/Mid/ Upper
- Swollen joints Which: _____
- Stiffness Where: _____
- History of Fall When: _____
- Use cane/ walker/ brace
- Fracture Which bone: _____

Neurologic:

- Headaches
- Dizziness
- Seizures
- Tremor
- Weakness
- Numbness

Respiratory:

- Chronic Cough
- Productive Cough
- Shortness of Breath

Cardiovascular:

- Chest Pain
- Palpitations
- Leg Pain on Exertion
- Racing Heart Beat
- Loss of Stamina

Genitourinary:

- Painful Urination
- Difficulty with Urination
- Blood in Urine
- Urgency
- Incontinence

Gastrointestinal:

- Heartburn
- Nausea
- Vomiting
- Blood in Stool
- NSAID Intolerance

Skin:

- Frequent Rashes
- Ulcers
- Burning Pain
- Dryness
- Change in Hair/ Nails

Endocrine:

- Heat or Cold Intolerance
- Excessive Sweating
- Excessive Urination
- Excessive Thirst

Psychiatric:

- Drug Dependency
- Alcohol Dependency
- Depressed Mood
- Sleep Alteration

Ears, Nose and Throat:

- Hearing Loss
- Hoarseness
- Trouble Swallowing
- Ringing in Ears

Constitutional:

- Weight Loss
- Frequent Fever
- Loss of Appetite

Eyes:

- Blurred Vision
- Double Vision
- Vision Loss

Hematologic/ Lymphatic:

- Easy Bleeding
- Easy Bruising
- Blood Clots
- HIV/ AIDS
- Transfusions

Dental:

- Tooth Decay
- Loose Teeth
- Gum Disease
- Pain in Teeth or Gums

Other:

- _____
- _____
- _____
- _____

- I have not had any problem in the above mentioned areas in the last 12 months.
- I have not had any new problems or changes in the above mentioned areas since my last visit.
- I have discussed the above symptoms with my primary care physician.

Patient Signature: _____ Date: _____

Physician Signature: _____ Date: _____