

Irving Chiropractic & Wellness

850 W John Carpenter Freeway, Irving TX 75039

INFORMED CONSENT

Dear Patient:

Every type of health care is associated with some risk of a potential problem. This includes chiropractic care. We want you to be informed about potential problems associated with chiropractic health care before consenting to treatment. This is called INFORMED CONSENT.

Chiropractic adjustments are the moving of bones with the doctor's hands or with the use of a machine. Frequently, adjustments create a "pop" or "click" sound/sensation in the areas being treated.

In this office, we use trained staff personnel who may assist the doctor with portions of your consultation, examination, physical therapy application, traction, massage therapy, exercise instruction, etc. Occasionally when your doctor is unavailable, another physician or a trained staff member may handle your care.

STROKE: Stroke is the most serious problem associated with chiropractic adjustments. Stroke means that a portion of the brain does not receive oxygen from the blood stream. The results can be temporary or permanent dysfunction of the brain, with a very rare complication of death. Chiropractic adjustment that is related to vertebral artery stroke is called "extension-rotation-thrust atlas adjustment". We DO NOT do this type of adjustments on patients, other types of neck adjustments may also potentially be related to vertebral artery strokes, but no one is certain. The most recent studies (Journal of the CCA Vol. 37 No. 2, June 1993) estimate that the incidence of this type of stroke is 1 per every 3,000,000 upper neck adjustments. This means that an average chiropractor would have to be in practice for hundreds of years before they would statistically be associated with a single patient stroke.

DISC HERNIATIONS: Disk herniations that create pressure on a spinal nerve or on the spinal cord are frequently successfully treated by chiropractors and chiropractic adjustments, traction, etc. This includes both in the neck and back. Yet, occasionally chiropractic treatment (adjustments, traction, etc.) will aggravate the problem and rarely surgery may also cause a disk problem if the disk is in a weakened condition. These problems occur so rarely there are no available statistics to quantify their probability.

SOFT TISSUE INJURY: Soft tissue refers to muscles and ligaments. Muscles move bones and ligaments limit joint movement. Rarely, a chiropractic adjustment, traction, massage therapy, etc., may tear some muscle or ligament fibers. The result is a temporary increase in pain and necessary treatments for resolution, but there are no long-term effects for the patient. These problems occur so rarely that there are no available statistics to quantify their probability.

RIB FRACTURES: The ribs are found only on the thoracic spine or midback. They extend from your back to your front chest area. Rarely a chiropractic adjustment will crack a rib bone and this is referred to as a fracture. This occurs only on patients who have weakened bones from such things as osteoporosis. Osteoporosis can be noted on your X-rays. We adjust all patients very carefully, and especially those who have osteoporosis on their X-rays. These problems occur so rarely that there are no available statistics to quantify their probability.

PHYSICAL THERAPY BURNS: Some of the machines we use generate heat. We also use both heat and ice, and recommend them for home care on occasion. Everyone's skin has a different sensitivity to these modalities and rarely, either heat or ice can burn or irritate the skin. The result is a temporary increase in skin pain and there may be some blistering of the skin. These problems occur so rarely that there are no available statistics to quantify their probability.

SORENESS: It is common for chiropractic adjustments, traction, massage therapy, exercise, etc. to result in a temporary increase in soreness in the region being treated. This is nearly always a temporary symptom that occurs while your body is undergoing therapeutic change. It is not dangerous, but please do tell your doctor about it.

OTHER PROBLEMS: There may be other problems or complications that might arise from chiropractic treatment other than those noted above. These other problems or complications occur so rarely that it is not possible to anticipate and/or explain them all in advance of treatment.

Chiropractic is a system of health care delivery, and therefore, as with any other health care delivery system, we can not promise a cure for any symptom, disease, or condition as a result of treatment in this clinic. We will always give you our best care and if results are not acceptable, we will refer you to another provider who we feel may assist your situation.

If you have any questions on the above, please ask your doctor. When you have a full understanding.
Please sign and date below.

PATIENT SIGNATURE

DATE

PATIENT NAME (PRINTED)

PATIENT OR GUARDIAN FOR MINOR

WITNESS

IRVING CHIROPRACTIC & WELLNESS, INC.

NOTICE OF PRIVACY PRACTICES

THIS 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.

Irving Chiropractic & Wellness, Inc. is required by law, to maintain the privacy and confidentiality of your protected health information and to provide our patients with notice of our legal duties and privacy practices with respect to your protected health information.

Disclosure of Your Health Care Information

Treatment

We may disclose your health information to other healthcare professionals within our practice for the purpose of treatment, payment or healthcare operations. (example)

"On occasion, it may be necessary to seek consultation regarding your condition from other health care providers associated with Irving Chiropractic & Wellness, Inc."

"It is our policy to provide a substitute health care provider, authorized by Irving Chiropractic & Wellness, Inc. to provide assessment and/or treatment to our patients, without advanced notice, in the event of your primary health care provider's absence due to vacation, sickness, or other emergency situation."

Payment

We may disclose your health information to your insurance for the purpose of payment or health care operations. (example)

"As a courtesy to our patients, we will submit an itemized billing statement to your insurance carrier for the purpose of payment to Irving Chiropractic & Wellness, Inc. for health care services rendered. If you pay for your health care services personally, we will, as a courtesy, provide an itemized billing to your insurance carrier for the purpose of reimbursement to you. The billing statement contains medical information, including diagnosis, date of injury or condition, and codes which describe the health care services received."

Worker's Compensation

We may disclose your health information as necessary to comply with State Workers Compensation Laws.

Emergencies

We may disclose your health information to notify or assist in notifying a family member, or another person responsible for your care about your medical condition or in the event of an emergency.

Public Health

As required by law, we may disclose your health information to public health authorities for purposes related to preventing or controlling disease, injury or disability, reporting child

abuse or neglect, reporting domestic violence, reporting to the Food and Drug Administration problems with products and reactions to medications, and reporting disease or infection exposure.

Judicial and Administrative Proceedings.

We may disclose your health information in the course of any administrative or judicial proceeding.

Law Enforcement.

We may disclose your health information to a law enforcement official for purposes such as identifying or locating a suspect, fugitive, material witness or missing person, complying with a court order or subpoena, and other law enforcement purposes.

Deceased Persons.

We may disclose your health information to coroners or medical examiners.

Organ Donation.

We may disclose your health information to organizations involved in procuring, banking or transplanting organs and tissues.

Research.

We may disclose your health information to researchers conducting research that has been approved by an Institutional Review Board.

Public Safety.

It may be necessary to disclose your health information to appropriate persons in order to prevent or lessen a serious and imminent threat to the health or safety of a particular person or to the general public.

Specialized Government Agencies.

We may disclose your health information for military, national security, prisoner and government benefits purposes.

Marketing.

We may contact you for marketing purposes or fundraising purposes, as described below: (example)

"As a courtesy to our patients, it is our policy to call your home on the evening prior to your scheduled appointment to remind you of your appointment time. If you are not at home, we leave a reminder message on your answering machine or with the person answering the phone. No personal health information will be disclosed during this recording or message other than the date and time of your scheduled appointment along with a request to call our office if you need to cancel or reschedule your appointment.

"It is our practice to participate in charitable events to raise awareness, food donations, gifts, money, etc. During these times we may send you a letter, post card, invitation or call your home to invite you participate in the charitable activity. We will provide you with information about the type of activity, the dates and times, and request your participation in such an event. It is not our policy to disclose any

personal health information about your condition for the purpose of Irving Chiropractic & Wellness, Inc. sponsored fund-raising events."

Change of Ownership.

In the event that Irving Chiropractic & Wellness, Inc. is sold or merged with another organization, your health information/record will become the property of the new owner.

Your Health Information Rights

- You have the right to request restrictions on certain uses and disclosures of your health information. Please be advised, however, that Irving Chiropractic & Wellness, Inc. is not required to agree to the restrictions that you requested.
- You have the right to have your health information received or communicated through an alternative method or sent to an alternative location other than the usual method of communication or delivery, upon your request.
- You have the right to inspect and copy your health information.
- You have a right to request that Irving Chiropractic & Wellness, Inc. amend your protected health information. Please be advised, however, that Irving Chiropractic & Wellness, Inc. is not required to agree to amend your protected health information. If you request to amend your health information has been denied, you will be provided with an explanation of our denial reason(s) and information about how you can disagree with the denial.
- You have a right to receive an accounting of disclosures of your protected health information made by Irving Chiropractic & Wellness, Inc.
- You have the right to a paper copy of this Notice of Privacy Practices at any time upon request.

Changes to this Notice of Privacy Practices

Irving Chiropractic & Wellness, Inc. reserves the right to amend this Notice of Privacy Practices at any time in the future, and will make the new provisions effective for all information that it maintains. Until such amendment is made, Irving Chiropractic & Wellness, Inc. is required by law to comply with this Notice.

Irving Chiropractic & Wellness, Inc. is required by law to maintain the privacy of your health information and to provide you with notice of its legal duties and privacy practices with respect to your health information. If you have questions about any part of this notice or if you want more information about your privacy rights, please contact: Dr. Scott Kolling or his assistant by calling this number 972-714-0800. If Dr. Kolling or his assistant are not available, you may make an appointment for a personal conference or by telephone within 2 working days.

Complaints.

Complaints about your Privacy rights, or how Irving Chiropractic & Wellness, Inc. has handled your health information should be directed to Dr. Kolling or his assistant by calling this office at 972-714-0800. If Dr. Kolling or his assistant are not available, you may make an appointment for a personal conference or by telephone within 2 working days.

If you are not satisfied with the maner in which this office handles your complaint, you may submit a formal complaint to:

DHHS, Office of Civil Rights
200 Independence Avenue, S.W.
Room 509F HHH Building
Washington, DC 20201

This notice is effective as of ____/____/____

I have read the Privacy Notice and understand my rights contained in the notice.

By way of my signature, I provide Irving Chiropractic & Wellness, Inc. with my authorization and consent to use and disclose my protected health care information for the purposes of treatment, payment and health care operations as described in the Privacy Notice

Patient's Name (print)

Patient's Signature

Date

Authorized Facility Signature

Date

Irving Chiropractic & Wellness

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24 – HOUR CANCELLATION POLICY

We aim to provide our clients the highest quality service and pride ourselves on our exceptional team. If you should cancel your reservation less than **24 Hours** of your scheduled appointment, we not only lose your business, but also the potential business of other clients who may have taken your scheduled reservation time. For this reason we are obligated to compensate our team for their time as well as make up for lost revenue.

A **\$20.00** fee will be charged to you for your first missed reservation that is either **cancelled or rescheduled** with less than **24 hours** notice.

Any subsequent missed or rescheduled appointments with less than **24 hour** notice will be charged the full service fee.

Missed massage therapy appointment fee **\$70**

Missed chiropractic appointment **\$50**

Signature_____

Date____/____/____