

Location _____ DX code _____ Date of call _____ Eval _____

Patient Name _____ Maiden Name _____

What name would you like us to call you? _____

Street Address _____ Mailing Address(if different) _____

City/State _____ Zip Code _____

Social Security Number _____ Date of Birth _____ Sex M F

Marital Status S M **Employer** _____ **Student** Y N

Where can we contact you? **If other than patient:** **Is it ok to leave a message?**

*Home Phone _____ ask for _____ Y N

*Work Phone _____ ask for _____ Y N

*Cell Phone _____ ask for _____ Y N

Email _____

How early in the morning can we call you? _____ **Area to be treated** _____

Whom may we thank for referring you? _____

Referring Dr _____ PCP _____

Script Date _____ Date of next MD appointment _____ Surgery Y N Date: _____

Is this due to a (circle) W/C MVA Liability N/A Date of Injury/Onset _____
If MVA is circled, is there Medical Coverage on the car you were in? YES NO
YES? provide billing information. NO? you will need to provide a letter from your Insurance stating there is no medical coverage.
Is there an Attorney Involved? Y N Name _____ Phone _____

Primary Insurance Information

Insurance Company _____ Phone Number _____

Insurance ID/Claim # _____ Group Name/# _____

Policy Holder Name _____ DOB _____ SSN _____

Employer _____

Adjuster Name _____ Phone Number _____

****DO YOU HAVE A SECONDARY INSURANCE?** Y N If yes, please fill out back of sheet

Insurance Verification

*****Verification of coverage is not a guarantee of payment. Carlson Therapy is not responsible for a misquote of benefit. Your patient responsibility will be processed according to the explanation of benefit received from your insurance company.**

For office use:

We verified with your insurance company the following information:

Spoke With _____ Effective Date _____

Claim Address _____

Deductible \$ _____ Met Y N Amt met \$ _____ OOP \$ _____ % _____

Copay \$ _____ Per Visit? Y N Referral Reqd? Y N Precert Reqd? Y N Orthonet Optum VIP

General benefit _____ Consecutive? Y N # Used _____

Misc. _____

Secondary Insurance Information

Insurance Company _____ Phone Number _____
Insurance ID/Claim # _____ Group Name/# _____
Policy Holder Name _____ DOB _____ SSN _____
Employer _____

We verified with your secondary insurance company the following information:

Spoke With _____ Effective Date _____
Claim Address _____
Deductible \$ _____ Met Y N Amt met \$ _____ OOP \$ _____ % _____
Copay \$ _____ Per Visit? Y N Referral Reqd? Y N Precert Reqd? Y N Orthonet reqd? Y N
General benefit _____ Consecutive? Y N # Used _____
Approval/Dates _____ to _____ Auth # _____
Misc. _____

**It is recommended that you call your insurance company to verify your benefit. Making sure that both the patient and clinic have been told the same benefit information will help eliminate any surprises down the road.

**If your Insurance requires a referral, it is your responsibility to make sure it is in place before and during your treatment. Our office will fulfill any requirements for pre-certification within the scope of our contract.

You will be expected to make payments of \$ _____ per visit. We do not bill for co-pays. Please be prepared to bring this amount to each and every visit and stop at the front desk to make your payment even if you are not asked to do so.

*If your appointment is scheduled during a time when the front desk is not open, leave payment with the therapist. Your account will be credited accordingly and a receipt will be mailed to you at your request. **If this payment is toward a deductible or co-insurance, the amount due is only an estimate.** You will be balance billed for any remaining balance due once we are notified by your insurance company. You will be refunded in the event of an overpayment.*

If your minor child will be attending his or her therapy appointment without you, please send payment in with them.

By signing below, I acknowledge that I will make payment at each visit. I hereby agree and give consent to medical treatment necessary in treating my physical condition. I authorize the release of any medical information needed to process my claim. I understand that I am responsible for any non-covered charges. Should my Insurance change during the course of my treatment I will provide the office with all necessary information to process my claim. Should I fail to provide this information and claims are denied as a result, I will be responsible for the denied visits. I authorize payment directly to the Carlson Therapy Network.

Signature _____ Date _____
Relationship to Patient _____

For minor child:

I hereby allow my child to be treated at Carlson Therapy Network without my presence.

Signature: _____ Date _____
Relationship to Patient: _____

Office use only

Bring Script _____	What to wear _____	Length of Appointment _____	Bring Insurance Card _____
Check Their Insurance for Benefits _____	We DO DO NOT	Participate _____	
Best time to come in _____			
MISC NOTES _____			