Colorado Center
for Arthritis & Osteoporosis, LLC

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BOARD CERTIFIED IN RHEUMATOLOGY

Welcome to Colorado Center for Arthritis & Osteoporosis, LLC. Our commitment to you and to your referring physician is to provide the highest quality, most efficient and caring service possible. Please read and follow the check list below.

We look forward to meeting you.

First Visit Checklist:

___1. Bring your completed Patient Health Questionnaire*.
___2. Bring your insurance card(s).
___3. Bring a photo ID.
___4. Bring your medical records (if applicable).
___5. Be prepared to pay your insurance co-pay.
___6. Arrive 10-15 minutes before your scheduled appt. time**.

*Please remember: you must have your COMPLETED Health Questionnaire with you in order to be seen.

**Please complete packet using blue or black ink ONLY.

*****Due to changes related to the Affordable Care Act, we need to collect co-pays and co-insurance at check-in, otherwise we will have to reschedule your appointment.**

*****Due to the length and complexity of a new consultation, patients arriving late may need to be rescheduled.**

LONGMONT
1715 Iron Horse Drive
Suite 100
Longmont, CO 80501

BOULDER
1840 Folsom
Suite 105
Boulder, CO 80302

BROOMFIELD
2095 West 6th Avenue
Suite 106
Broomfield, CO 80020

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3455 Lutheran Parkway
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Revised 07/2013

Colorado Center for Arthritis & Osteoporosis
New Patient Information Form

Date of first appointment: _____

Name: _____ Date of birth: _____ Sex: _____
LAST FIRST M.I.

Address: _____ Email: _____
STREET Apt. #

_____
CITY STATE ZIP

Phone(s): Home: _____ Cell: _____ Work: _____

Primary Language (circle one): English Spanish Other: _____

Race/Ethnicity (circle one): Caucasian Hispanic Asian African American Native American Chinese Filipino Japanese Native Hawaiian Pacific Islander Multi-Racial Decline to give/unknown Other: _____

Referred by (circle one): Self Family Friend Physician Other health professional

Name of person making referral: _____

Name of primary care provider (general or family doctor): _____

Do you have an orthopedic surgeon? _____ If so, name: _____

A referral letter will be sent to your **primary care provider** and to the **physician who referred you** (if any). Please list any other people that you would like to receive a letter below:

Name: _____ Name: _____

Address: _____ Address: _____

_____ _____

Current symptoms

Briefly describe the symptoms that prompted this visit: _____

_____

_____

_____

_____

Approximate date when symptoms began: _____ Are the symptoms getting **better**, **worse** or **staying the same** (circle one)?

What diagnoses have you been given? _____

What treatments (other than medications, which will be listed later) have you received? _____

_____

Please list other practitioners that you have seen for this problem: _____

_____

Name: _____ Date of birth: _____
LAST FIRST M.I.

Systems Review (check if you have these symptoms)

General:

_____ Recent weight gain
(Intentional? Y / N Amount:)
Over what period? _____
_____ Recent weight loss
(Intentional? Y / N Amount:)
Over what period? _____
_____ Fatigue
_____ Fever
_____ Night sweats

Eyes:

_____ Pain (**L** **R**)
_____ Redness (**L** **R**)
_____ Loss of vision (**L** **R**)
_____ Double vision
_____ Blurred vision
_____ Dryness
_____ Itching eyes

Ears, Nose and Throat:

_____ Loss of hearing (**L** **R**)
_____ Frequent nosebleeds
_____ Sores in mouth
_____ Dry mouth
_____ Difficulty swallowing

Lungs:

_____ Shortness of breath
_____ Cough
_____ Coughing up blood
_____ Wheezing
_____ Loud snoring

Heart:

_____ Chest pains
_____ Irregular heart beat
_____ Fluid retention in legs or feet
_____ Heart murmurs
_____ Fingers or toes turn blue/white in the cold

Stomach and intestines:

_____ Nausea
_____ Vomiting
_____ Vomiting of blood or coffee ground material
_____ Heartburn
_____ Stomach pains
_____ Diarrhea
_____ Constipation
_____ Blood in stools
_____ Black stools

Urinary and reproductive:

_____ Pain or burning on urination
_____ Frequent urination
_____ Urination during the night (# of times _____)
_____ Blood in Urine
_____ Genital rashes
_____ Genital ulcers

Men only:

_____ Discharge from penis
_____ Difficulty with erections

Women only:

_____ Vaginal dryness
Number of pregnancies _____
Number of miscarriages _____
Age at which periods stopped (menopause): _____
Was menopause **natural** or **surgical** (hysterectomy)? (circle one)
Have your ovaries been removed?
Yes **No** **One removed**

Blood/Lymph:

_____ Anemia
_____ Low white blood cells
_____ Low platelets
_____ Bleeding tendency
_____ Blood clots

Nervous System:

_____ Headaches
_____ Dizziness
_____ Fainting/Loss of consciousness
_____ Seizures
_____ Numbness or tingling of hands
_____ Numbness or tingling of feet
_____ Memory loss
_____ Difficulty concentrating
_____ Difficulty with balance/falling
_____ Difficulty falling asleep
_____ Difficulty staying asleep

Psychiatric:

_____ Depression
_____ Anxiety

Skin:

_____ Rash
_____ Hives
_____ Sun sensitivity
_____ Sores or ulcers
_____ Hair loss

Endocrine:

_____ Intolerant of cold
_____ Intolerant of heat

Allergic/Immunologic:

_____ Hay fever
_____ Recent infection
_____ Frequent infections

Muscles/Bones /Joints:

_____ Muscle weakness
_____ Muscle pain
_____ Neck Pain
_____ Back Pain
_____ Morning stiffness
Lasting how long?
_____ Minutes / Hours
_____ Joint pain
_____ Joint swelling
_____ Joint redness
Joints affected in the last 6 months:
_____
_____
_____

Name: _____ Date of birth: _____
LAST FIRST M.I.

Personal Medical History (check if you have ever had these conditions)

Arthritic conditions:

_____Osteoarthritis _____Rheumatoid arthritis _____Ankylosing spondylitis _____Osteoporosis

_____Lupus _____Arthritis (unknown type) _____Childhood arthritis _____Osteopenia

_____Gout _____Fibromyalgia

Other conditions:

_____Epilepsy/seizures _____Heart problems _____Kidney disease _____Tuberculosis

_____Migraine headaches _____High blood pressure _____Asthma _____Diabetes

_____Emphysema _____High cholesterol _____Cataracts _____Rheumatic fever

_____Depression _____Stroke _____Glaucoma _____Underactive thyroid (hypothyroidism)

_____Bipolar disorder _____Psoriasis _____Stomach ulcers

_____Cancer _____Celiac Disease _____Hyperparathyroidism _____Overactive thyroid (hyperthryoidism)

Type:_____

Other significant illness: _____

Surgical History

Type of operation Year Reason

_____

_____

_____

_____

_____

Any serious injuries/accidents? **Y** **N** Describe: _____

Health Maintenance

Date of last physical: _____ Date of last bone density scan (DXA): _____

Date of last eye examination: _____ Date of last TB skin test: _____Result: **+** **–**

Bone Health

Have you ever broken a bone? **Y** **N** If so, when, how and which bone: _____

How tall were you at your tallest? _____ Have you lost height? **Y** **N** If so, how much? _____

Have you ever taken prednisone or similar steroid for more than a few weeks at a time? **Y** **N** If so, give details as to when, how much, for what reason and how long? _____

Does anyone in your family have osteoporosis? **Y** **N** If so, who? _____

Did anyone in your family break a hip? **Y** **N** If so, who? _____

Name: _____ Date of birth: _____
LAST FIRST M.I.

Medications

Present medications (include vitamins, supplements and over-the-counter medications)

Name of medication	Strength	Times per day	Date started	How much did it help?		
				A lot	Some	Not at all

Calcium intake (please make your best guess at average amounts)

Number of glasses of milk per day: _____ Number of cups of yogurt per day: _____

Number of servings of cheese per day (1 serving = 1 slice = 1 oz.): _____

Calcium supplements: Type: _____ Milligrams per tablet: _____ Number per day: _____

Medication Allergies

Name of medication	Type of Reaction	Date

Name: _____ Date of birth: _____
LAST FIRST M.I.

Habits

Have you ever smoked? _____ If so: What year did you start? _____ How many packs per day? _____

If you have quit smoking, when did you quit? _____

Do you drink alcohol? _____If so, how many drinks per day? _____ Per week? _____

Do you use any "street drugs" or any prescription drugs for non-medical reasons? _____

If so, which drugs? _____ Have you ever used IV drugs? _____

Do you exercise regularly? _____ If so, describe your exercise routine: _____

_____

Social History

Where were you born: _____ Where did you grow up: _____

Current Marital status (circle one): **Never married** **Married** **Widowed** **Divorced** **Separated** **Domestic partnership**

Spouse/significant other name: _____ Major illnesses of spouse: _____

Who else lives in your household: _____

Educational level: **Did not finish H.S.** **H.S. Graduate** **Some college**
Bachelor's degree **Master's degree** **Doctoral degree (list type)** _____

Occupation: _____ Presently employed? _____ Number hours per week: _____

Does your medical condition interfere with your ability to do your job? _____

Do you receive disability income? _____ Are you applying for disability? _____

Family History

	If living		**If deceased**	
	Age	Current Health	Age at death	Cause
Father				
Mother				

Number of brothers _____ Number living _____ Number of sisters _____ Number living _____

Serious illnesses in siblings _____

Number of children _____ Number living _____ Ages: _____

Serious illnesses in children _____

Do you know of any blood relative who has had (**give relationship**): Cancer (list type) _____

Rheumatoid arthritis _____ Fibromyalgia _____ Stroke _____

Ankylosing spondylitis _____ Lupus _____ Asthma _____

Osteoarthritis _____ Osteoporosis _____ Bleeding tendency _____

Gout _____ Heart problems _____ Alcoholism _____

Childhood arthritis _____ High blood pressure _____ Psoriasis _____

Arthritis (unknown type) _____ Depression _____ Diabetes _____

Colorado Center for Arthritis & Osteoporosis, LLC

Acknowledgment of Notice of Privacy Practices

Name of Patient (please print) _____ **Date of Birth** _____

I hereby acknowledge that I received Colorado Center for Arthritis & Osteoporosis, LLC's Notice of Privacy Practices.

Signature of Patient or Patient Representative _____ **Date** _____

Signature of Parent or Legal Guardian (If patient is under 18) _____ **Date** _____

Colorado Center for Arthritis & Osteoporosis, LLC

Financial Policy

Thank you for choosing us as your provider for your rheumatology needs. Our commitment to you and to your referring physician is to provide the highest quality, most efficient and caring service possible.

The following policy is provided to clarify financial responsibility for you and your insurer for services you receive from our practice, and to be certain that we follow applicable laws. Please read entirely, ask any questions that you may have, and sign in the space provided. A copy will be provided upon request.

Your insurance carrier defines your eligibility and benefits. CCAO will bill your primary and secondary (if applicable) insurance carrier for services provided. If you have a copayment, coinsurance and/or deductible, you are required to pay those amounts, as they are your responsibility.

Payments due at time of service (upon check-in):

Consult - we will determine an estimated cost (applied to copayment/coinsurance/deductible) according to your insurance plan. In the occasion of under or over payment, you will either receive a statement with the remaining balance or a refund check.

Copayment – due at every visit

Self-pay – we will calculate the amount owed for your visit

Current balances – if you have an unpaid balance, you will need to pay this during check in

Non-contracted insurance (out of network): If CCAO does not have a contract with your health insurance carrier, you will be responsible for all charges not covered under your health insurance plan.

Once CCAO has received the processed claim/payment from your insurance, a statement with the remaining charges for both covered and non-covered services will be sent to you by mail. Payment is expected in full within 30 days of receipt of statement. Unless CCAO approves other arrangements, payments not received within 30 days will be assessed a $20.00 rebilling fee for every 30 days not paid and is subject to collections.

Your signature below confirms that you have read the above policy and accept financial responsibility for services rendered by Colorado Center for Arthritis and Osteoporosis. **This document cannot be altered.**

SELECT ONE:

_____ CCAO may bill my insurance directly and my insurance may pay CCAO directly for medical services.

_____ I decline to assign my insurance benefits to CCAO. I am aware that I will be responsible for payment at the time of service and for collecting any benefits from my insurance.

Patient Name (print): _____ Date: _____

Responsible Party Signature: _____

(Parent or Legal Guardian if under 18 years old)

Rev. 12/21/2017

Colorado Center for Arthritis & Osteoporosis LLC

COLORADO CENTER FOR ARTHRITIS AND OSTEOPOROSIS, LLC

RELEASE OF MEDICAL AND BILLING INFORMATION TO PERSONAL CONTACTS

PATIENT NAME: _____ Date of Birth___/___/___

Under federal law, a patient's protected health information cannot be shared with other people, even family members, without explicit permission from the patient. This means that if a family member or other individual calls us to discuss any aspect of your medical care, such as test results or a message from your doctor, we cannot discuss this with them without your explicit permission. If you wish to grant us permission to discuss your medical or billing information with a family member or other trusted individual, please complete and sign this form. Also, if you are comfortable with us leaving this information on your voice mail, please indicate below. If you wish to revoke this permission at any time, you must do so in writing.

PERMISSION TO DISCUSS MEDICAL AND BILLING INFORMATION WITH OTHERS

☐ **I give permission to CCAO to discuss my medical and/or financial information with the following personal contacts:**

Name	Phone	Relationship to you	Medical	Financial
			☐	☐
			☐	☐
			☐	☐

-OR-

☐ **I DO NOT give permission to CCAO to discuss my medical and financial information with any personal contacts.**

PERMISSION TO LEAVE MEDICAL INFORMATION ON VOICE MAIL

☐ **I give my permission for CCAO Staff to leave medically privileged information on the following voicemail:**

Voice mail number: _____

-OR-

☐ **I DO NOT give permission for CCAO Staff to leave medically privileged information on voicemail.**

_____ _____

Patient Signature Date

_____ _____

Parent or Legal Guardian Signature Date
(If patient is under 18)

Discrimination is Against the Law

Colorado Center for Arthritis and Osteoporosis complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. Colorado Center for Arthritis and Osteoporosis does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

Colorado Center for Arthritis and Osteoporosis:

- Provides free aids and services to people with disabilities to communicate effectively with us, such as:
    - Qualified sign language interpreters
    - Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as:
    - Qualified interpreters
    - Information written in other languages

If you need these services, contact **Jess Houwen**

If you believe that Colorado Center for Arthritis and Osteoporosis has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with: Jess Houwen, Civil Rights Coordinator, 1715 Iron Horse Dr, Ste 100; Longmont, CO 80501, Phone: 720-494-4700, Fax: 720-494-4706, office@ccao.net. You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, Jess Houwen, Civil Rights Coordinator, is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at https://ocrportal.hhs.gov/ocr/portal/lobby.jsf, or by mail or phone at:

U.S. Department of Health and Human Services

200 Independence Avenue, SW

Room 509F, HHH Building

Washington, D.C. 20201

1-800-368-1019, 800-537-7697 (TDD)

Complaint forms are available at http://www.hhs.gov/ocr/office/file/index.html.

Appendix B to Part 92—Taglines Informing Individuals With Limited English Proficiency of Language Assistance Services

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 303-485-5200.

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 303-485-5200.

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 303-485-5200。

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 303-485-5200 번으로 전화해 주십시오.

ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 303-485-5200.

ማስታወሻ: የሚናገሩት ቋንቋ ኣማርኛ ከሆነ የትርጉም እርዳታ ድርጅቶች፣ በነጻ ሊያግዝዎት ተዘጋጀተዋል፡ ወደ ሚከተለው ቁጥር ይደውሉ 303-485-5200.

ملحوظة: إذا كنت تتحدث اذكر اللغة، فإن خدمات المساعدة اللغوية تتوافر لك بالمجان. اتصل برقم 303-485-5200

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 303-485-5200.

ATTENTION : Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 303-485-5200.

ध्यान दिनुहोस्: तपाईंले नेपाली बोल्नुहुन्छ भने तपाईंको निम्ति भाषा सहायता सेवाहरू निःशुल्क रूपमा उपलब्ध छ। फोन गर्नुहोस् 303-485-5200।

PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 303-485-5200.

注意事項：日本語を話される場合、無料の言語支援をご利用いただけます。303-485-5200まで、お電話にてご連絡ください。

XIYYEEFFANNAA: Afaan dubbattu Oroomiffa, tajaajila gargaarsa afaanii, kanfaltiidhaan ala, ni argama. Bilbilaa 303-485-5200.

توجه: با باشد می فراهم شما برای گران‌یرا بصورت یزبان لاتی‌تسه، دی‌کن می گفتگو ی‌فارس زبان به اگر. دی‌ری‌بگ تماس 303-485-5200

Dè ɖɛ nià kɛ dyéɖé gbo: Ɔ jǔ ké m̀ [Ɓàsɔ́ɔ̀-wùɖù-po-nyɔ̀] jǔ ní, nìí, à wuɖu kà kò ɖò po-poò ɓɛ́ìn m̀ gbo kpáa. Đá 303-485-5200

Ige nti: O buru na asu Ibo asusu, enyemaka diri gi site na call 303-485-5200.

AKIYESI: Ti o ba nso ede Yoruba ofe ni iranlowo lori ede wa fun yin o. E pe ero ibanisoro yi 303-485-5200