

### NEW PATIENT REGISTRATION

Patient's Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: M / F  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_  
Patient Employer: \_\_\_\_\_ Patient Occupation: \_\_\_\_\_  
Name of Referring Physician / How you heard about us: \_\_\_\_\_  
Name of Primary Physician: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

#### \*\*\*\*\*INSURANCE INFORMATION\*\*\*\*\*

Party responsible for payment?

Insurance  Self-Pay  Auto-Accident/Slip-and-Fall  Worker's Compensation Injury

**In addition to your insurance card this information must be completed in order for us to courtesy bill your insurance company.**

**PRIMARY Insurance Co:** \_\_\_\_\_ Insured Employer: \_\_\_\_\_  
Name of Insured: \_\_\_\_\_ DOB: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Group #: \_\_\_\_\_ Policy #: \_\_\_\_\_ Insured's SSN: \_\_\_\_\_  
**SECONDARY Insurance Co:** \_\_\_\_\_ Insured Employer: \_\_\_\_\_  
Name of Insured: \_\_\_\_\_ DOB: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Group #: \_\_\_\_\_ Policy #: \_\_\_\_\_ Insured's SSN: \_\_\_\_\_

#### For Personal Injury Only

Do you have an attorney? What is your attorney's name? \_\_\_\_\_  
What is your attorney's address? \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

#### VERIFICATION OF INSURANCE COVERAGE

*Please initial*

\_\_\_\_\_ It is my responsibility to know the benefits, limitations and exclusion of my individual insurance plan.

**Verification/Authorization of coverage is not a guarantee of payment and Evolve Integrative Health is not responsible if information provided is incorrect.**

#### FINANCIAL RESPONSIBILITY AND ASSIGNMENT OF BENEFITS

*Please initial*

\_\_\_\_\_ I am responsible for any unpaid balance, **regardless of any insurance coverage**. I assign all medical benefits to which I am entitled to be paid directly to Evolve Integrative Health. In the event payment is made directly to me, I agree to promptly remit payment to this office. If legal action becomes necessary to collect payment, I am responsible for all costs incurred, including collection agency and legal fees.

#### DEDUCTIBLES, CO-PAYS AND COINSURANCE

*Please initial*

\_\_\_\_\_ **My co-pay is due at the time of service** unless prior financial arrangements have been made. We will bill your insurance for the balance of services provided as a courtesy.

#### CASH PATIENT

*Please initial*

\_\_\_\_\_ **Payment in full is due at time of service** unless prior financial arrangements have been made.

#### CANCELLATION / RESCHEDULE POLICY

*Please initial*

\_\_\_\_\_ Patients who consistently miss their appointments or fail to cancel 24 hours in advance **may be charged a \$40 penalty for missed appointments**. If your check is returned by the bank a \$20 service charge will be added to your account.

***I have read and fully understand the above information and agree to comply as outlined above.***

\_\_\_\_\_  
Patient Signature (if minor, parent's signature)

\_\_\_\_\_  
Date