

PSYCHIATRIC MEDICAL SERVICES PEDIATRIC NEW PATIENT PACKET

Packet Updated 04/01/25



Welcome to Adapt Integrated Health Care!

Thank you for giving us an opportunity to partner with you on your journey to good health. We look forward to meeting you at your first visit to our office.

At Adapt Integrated Health Care, there is no wrong door to care. Whether you're seeking medical care, mental health care, or substance use treatment, our providers and staff work together to meet your health care needs. We welcome new patients of all ages—children, teens, adults, and seniors.

As a patient of Adapt Integrated Health Care, you and your provider will work with other health professionals to coordinate your care. This is called your health care team. The most important person on your team is you. When you have concerns about your health, your health care team will help you get the services you need, when you need them.

Your health care team will keep a complete record of your medical history, health status, medications, test results, self-care information, and care received from other doctors. By getting to know you, your team can help you understand your healthcare needs and provide you with the information you need to manage your health.

To get started, just call or drop by our office to schedule your new patient appointment. In the following pages is information to help you prepare for new patient appointments for medical care, mental health care or substance use treatment. Our staff will help you complete new patient paperwork and discuss payment or insurance billing options. If you'd like to speed up your first visit, fill out your new patient packet ahead of time. You may print forms at home or request a packet be sent to you in the mail. We will provide you with a self-addressed, stamped return envelope.

Thank you for choosing Adapt Integrated Health Care as your health care home. We look forward to serving you.

Your Adapt Integrated Health Care Team

P.S. Visit our website at www.AdaptOregon.org to learn more about us!

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CLINIC LOCATIONS, PHONE NUMBERS & HOURS

	Phone	Hours	After Hours	
Patient-Centered Primary Care				
Roseburg Primary Care & Behavioral Medicine 621 W Madrone Street, Roseburg, OR 97470	(541) 440-3500	Mon–Thu, 7am–6pm Fri, 7am–5pm	After-hours answering service	
Winston Primary Care & Behavioral Medicine 671 SW Main Street, Winston, OR 97496	(541) 492-4550	Closed Sat & Sun	(541) 440-3500	
Mental Health Care				
Coos County 400 Virginia Ave., Suite 201, North Bend, OR 97459	(541) 751-0357	Mon-Fri, 8am-5pm Closed Sat & Sun	24-Hour Crisis Line (541) 266-6800	
Curry County 615 5th St., Brookings, OR 97415 29845 Airport Way, Gold Beach, OR 97444 1403 Oregon St., Port Orford OR 97465 (by appt only)	(877) 408-8941	Mon-Fri, 8am-5pm Closed 12-1 for Lunch Closed Sat & Sun	24-Hour Crisis Line (877) 519-9322	
Douglas County 621 W Madrone Street, Roseburg, OR 97470	(541) 440-3532	Mon-Fri, 8am-5pm	After Hours & Weekends call the 24-Hour Crisis Line (800) 866-9780	
Psychiatric Medical Services 621 W Madrone, Roseburg, OR 97470	(541) 229-8973	Closed Sat & Sun		
Substance Use Treatment				
Coos County 400 Virginia Ave., Suite 201, North Bend, OR 97459	(541) 751-0357	Mon-Fri, 8am-5pm Closed Sat & Sun	24-Hour Crisis Line (541) 266-6800	
Curry County 615 5th St., Brookings, OR 97415 29845 Airport Way, Gold Beach, OR 97444 1403 Oregon St., Port Orford, OR 97465 (by appt only)	(877) 408-8941	Mon-Fri, 8am-5pm Closed 12-1 for Lunch Closed Sat & Sun	24-Hour Crisis Line (877) 519-9322	
Douglas County 621 W Madrone Street, Roseburg, OR 97470 680 Fir Street, Reedsport, OR 97467 (by appt only)	(541) 492-0152	Mon-Fri, 8am-5pm Closed Sat & Sun	After Hours & Weekends call the 24-Hour Crisis Line (800) 866-9780	
Josephine County 356 NE Beacon Drive, Grants Pass, OR 97526	(541) 474-1033	Mon, Tue, Thu, Fri 8am-5pm Closed Wed 1pm-3pm Closed Sat & Sun	24-Hour Crisis Line (541) 474-5360	

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NEW PATIENT INFORMATION

Patient Portal

For non-urgent communication with your provider, we encourage you to sign up for the secure online Patient Portal. The Patient Portal is a quick and easy way to review your health information, schedule appointments, and communicate with your provider. As a new patient, you will receive instructions on how to sign up for the Patient Portal. If you have questions or need assistance, please talk with a member of our reception team.

Prescription Refills

When you need a prescription refill, please call your pharmacy directly, even if there are no refills remaining. Your pharmacy contacts and coordinates all refill requests directly with your health care team. Please allow 72 hours for prescriptions to be refilled.

Billing Questions

If you have questions concerning your statement, please contact the billing office using the telephone number listed on your statement.

Sliding Fee & Discount Application

Adapt Integrated Health Care is a preferred provider for most health insurance plans, and we welcome patients covered by Oregon Health Plan and Medicare. If you are uninsured, we offer a sliding fee discount based on family/household size and net income. No one is turned away due to inability to pay. Please refer to our Application for Financial Discount in this packet for more information.

Tobacco-Nicotine Free Campus

For the health and safety of our patients and staff, Adapt Integrated Health Care is a tobacco-free and nicotine-free campus. This means that smoking and the use of tobacco/nicotine products are prohibited at all times and on all properties. If you would like to quit using tobacco, please talk with a member of your health care team.

Service Animal Policy

Only service animals trained to do work or perform tasks for a person with a disability are allowed inside the clinic. Please talk with a member of your health care team for more information (printed information is available https://www.ada.gov/service_animals_2010.htm).

Patient-Centered Primary Care Home

We are a patient-centered primary care home. Learn more at https://www.oregon.gov/oha/HPA/dsi-pcpch/Pages/index.aspx.

FTCA Deemed Facility

Our health center receives funding from the U.S. Department of Health and Human Services (HSS) and has deemed status by the U.S. Public Health Service (PHS) with respect to certain health or health-related claims, including medical malpractice claims, for itself and its covered persons. Learn more at https://bphc.hrsa.gov/ftca/about/index.html.

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PREPARING FOR YOUR FIRST PSYCHIATRIC SERVICES VISIT

At Adapt Integrated Health Care, medical providers, behavioral medicine specialists, and community service workers will provide you with the services you need, when you need them—including specialty care for patients with diabetes, chronic pain, alcohol and substance use problems and other complex health conditions. At your first appointment, you will be able to talk with your health care team about your treatment needs and options.

How to Prepare For Your First Appointment

- Arrive 30 minutes before your new patient appointment
- Bring picture ID—a current state or federal issued ID—for example, a driver's license, ID card, or passport
- Bring your insurance card to all appointments
- Be prepared to pay your co-payment if required by your insurance plan
- Make a complete list of all medications that you currently take (including vitamins and supplements), or bring the containers with you to your appointment, or bring a printout of your current medications from your pharmacy
- Be prepared to discuss your top health concerns with your provider; follow-up appointments may be scheduled following your initial visit

Appointments: Schedule / Reschedule / Cancellations

Please call your provider's office as soon as you can. We request 24-hour notice for cancelled visits. This will allow us to offer the time slot to another patient.

Open Access Appointments

Our primary care and mental health clinics offer *Open Access Scheduling*—also known as same day appointments. To learn more about same day appointments, call your Primary Care clinic or Mental Health office.

Our Primary Care & Psychiatric Services

Medical Care

- Preventive Care
- Acute Care
- Family Planning
- Men's & Women's Health
- STD Tests & Treatment
- Chronic Disease Care
- Diabetes Care
- Immunizations
- Lab and X-ray (CHI Mercy)
- Referrals to Specialty Care

Behavioral Medicine Services

- Mental Health Counseling
- Substance Use Counseling
- Individual and Group Psychotherapy
- Medication-Assisted Treatment
- Pain Management
- Chronic Illness Management
- Tobacco Cessation

Psychiatric Medical Services

- Medication Management
- Individual Psychotherapy
- Pediatric Medication Management

Children's Health

- Well-Baby & Well-Child Exams
- Teen & Young Adult Health
- Sports Physicals

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PEDIATRIC NEW PATIENT REGISTRATION

PATIENT INFORMATION								
Last Name:		First Name:	:	Middle Ini	tial: Pr	eferred Name:		
Date of Birth:	Age:	Sex:		Last Name	at Birth:			
		☐ Male	☐ Female					
Social Security #:	Social Security #:							
Home Address: City:					State:	Zip:		
Mailing Address (if different):			City:		State:	Zip:		
Phone (please check your prime	ary phone	<mark>e)</mark> :						
☐ Home Phone:			🗆 Cell Pho	ne:				
☐ Message Phone:								
Student Status: ☐ Full-Time	☐ Part-	Time 🗆 N	ot a Student					
PARENT / GUARDIAN INFORM	ATION							
Mother's Name:		Date of Birt	h:	F	Phone:			
Father's Name:		Date of Birt	:h:	Phone:				
Patient's Legal Guardian or Replease provide that information	-			•		•		
Legal Guardian or Representat	ive Name	e:		Date	of Birth:			
Social Security #:				Phone	e:			
Name of person patient prima	rily lives	with:						
Relationship to patient:				Phon	e:			
RESPONSIBLE PARTY WHO HAS	S FINANC	IAL RESPONS	SIBILITY FOR THE	PATIENT				
Responsible Party Name:				Date of Birth:				
Social Security #:				Phone:				
Address:	City:				State:	Zip:		



INSURANCE INFORMATION (Provide copies of your insurance cards)							
Name of Primary Insurance:							
Group #:	Policy #:						
Policyholder (PH) Name:	PH Date of Birth:						
PH Social Security #:	PH Relationship to Patient:						
Name of Secondary Insurance (if applicable):							
Group #: Policy #:							
Policyholder (PH) Name:	PH Date of Birth:						
PH Social Security #:	PH Relationship to Patient:						
Please tell us if any of the following apply to the patient (mark all that apply): Patient is a current employee of Adapt. Patient's immediate family member is an employee of Adapt. Patient has a close relationship with an Adapt employee. If you marked any of the statements, please provide the employee's name and department.							
Employee Name: Depar							
Employee Name: Depar	tment:						
Referral Source: □ Outreach Coordinator □ Friend □ Rel □ Television □ Facebook □ Ad-Digital □ Direct Mail	• •						
PATIENT/CLIENT INFORMATION							
Adapt is a non-profit organization committed to serving the needs of our community. This information will help us access additional grants to continue helping uninsured and underserved residents and to identify patients who may qualify for special programs or services. The information will become part of your confidential patient record. All information disclosed in this section will not impact your access to care or any government programs you may participate in.							
Marital Status: ☐ Single ☐ Married ☐ Other							
Dependent Child of Veteran? ☐ Yes ☐ No							
Are you Homeless / Unhoused? ☐ Yes ☐ No							
If Yes, please specify: ☐ At risk for homeless ☐ Child at risk for homeless ☐ Currently not homeless (was homeless in last 12 mo) ☐ Homeless unknown shelter ☐ Living in shelter ☐ Homeless living temporarily with others ☐ Permanent supportive housing ☐ Single occupancy hotel ☐ Street, camp, bridge ☐ Transitional housing							
Patient Housing Status: ☐ Vehicle ☐ Unstable ☐ Temporary ☐ Stable/Permanent ☐ Recovery Center ☐ Other							
Public Housing (Section 8/HUD): ☐ Yes ☐ No							
Migrant / Seasonal: ☐ Migrant ☐ Seasonal ☐ Neither							



Patient's Current Tribal Affiliation:	☐ Not Applicable	•						
☐ Burns Paiute Tribe ☐ Cow Creek Band of Umpqua Tribe ☐ Confederated Tribes of Grant Ronde								
☐ Coquille Indian Tribes ☐ Confedera	ated Tribes of Co	os/Lower Um	pqua/Siuslaw	v □ Confeder	ated Tribes of	f Umatilla		
☐ Confederated Tribes of Warm Spring	gs 🗆 Other (s	pecify):						
Do you receive TANF Cash Benefits?	☐ Yes ☐ No							
Source of Income (check one): ☐ Wag	es/Salary 🗌 Pu	blic Assistanc	e 🗆 Retirem	ent/Pension/S	SSI 🗆 Disabili	ty/SSDI		
☐ Other (specify):								
Highest School Grade Patient Complete	ted:							
FAMILY / HOUSEHOLD INCOME								
Check the amount closest to your mor	nthly household	income for t	he total numl	ber of people	in your house	hold:		
Number of People in Household	1	2	3	4	5	6		
Household income is less than	□ 1,568	□ 2,129	□ 2,689	□ 3,250	□ 3,810	□ 4,370		
Household income is less than	□ 1,882	2,555	□ 3,227	□ 3,900	□ 4,572	□ 5,245		
Household income is less than	□ 2,196	□ 2,980	□ 3,765	□ 4,550	□ 5,334	□ 6,119		
Household income is less than	□ 2,510	□ 3,406	☐ 4,303	□ 5,200	□ 6,096	□ 6,993		
Household Income is above all	_		_	_	_	_		
amounts listed, please check the box for your household size								
If there are more than 6 people in your household, how many people are in your household?								
\square I choose not to provide my financial	information.							
Patient Signature	Parent/Lega	al Guardian Sig	gnature	Date				
Print Name / Relationship to Patient:								

^{*} In the event a legal representative other than a parent of minor child signs this Authorization, a documentation of legal authority must be attached (e.g., Health Care Power of Attorney or Notarized Health Care Representative form)



Race, Ethnicity, Language, and Disability (REALD)



Your answers are confidential. We would like you to tell us your race, ethnicity, language and ability levels so that we can find and address health and service differences.

Today's Date:		
First Name:Middle In	nitial:LastName:	Date of Birth:
	nnicity, tribal affiliation, country of c	
Hispanic and Latino/a/x ☐ Central American ☐ Mexican ☐ South American ☐ Other Hispanic or Latino/a/x Native Hawaiian and Pacific Islander ☐ CHamoru (Chamorro) ☐ Marshallese ☐ Communities of the Micronesian Region ☐ Native Hawaiian ☐ Samoan ☐ Other Pacific Islander White ☐ Eastern European ☐ Slavic ☐ Western European ☐ Other White	American Indian and Alaska Native American Indian Alaska Native Canadian Inuit, Metis, or First Nation Indigenous Mexican, Central American, or South American Black and African American Afro-Caribbean Ethiopian Somali Other African (Black) Other Black Middle Eastern/North African North African	Asian Asian Indian Cambodian Chinese Communities of Myanmar Filipino/a Hmong Japanese Korean Laotian South Asian Vietnamese Other Asian Other categories Other (please list) Don't know Don't want to answer
3. If you checked more than one cate Yes. Please circle your primary r I do not have just one primary r No. I identify as Biracial or M	racial or ethnic identity.	your primary racial or ethnic identity? A. I only checked one category above. n't know n't want to answer

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	anguage (Interpreters are available at no charg . What language or languages do you use at home?	ge)					
	Skip to question 7 if you	indi	cated English o	nly			
4k	o. In what language do you want us to communicate in per	son,	on the phone	, or \	/irtuall _;	y with you	۱?
40	In what language do you want us to write to you?						
	a. Do you need or want an interpreter for us to commu	nicat	e with vou?				
	Tes Don't know Don't want to		•				
	5b. If you need or want an interpreter, what type of int			d?			
		-	nterpreter for De		ind. add	litional bar	riers. or
	both American Sign Language interpreter		•				,
	Other (please list):		ior orginian ig a a	9 (.	0 = <i>j</i>	.с.р.с.с.	
	Skip to question 7 if you do not use a langu	nage	other than End	lish	or sian	language	
6.	How well do you speak English?				o. o.g	i i i gua go	
	☐ VeryWell ☐ Well ☐ Not Well ☐ Not	at al	Don'tk	now	n D	on't wan	t to answer
	Your answers will help us find health and service differences		*If yes, at	No	Don't	Don't	Don't know
	among people with and without functional difficulties. Your	Yes	what age did		know	want to	what this
	answers are confidential. (* Please write in "don't know" if you don't know when you acquired this condition, or "don't want		this condition			answer	question is
	to answer" if you don't want to answer the question.)		begin?				asking
7.	Are you deaf or do you have serious difficulty hearing?						
8.	Are you blind or do you have serious difficulty seeing , even						
	when wearing glasses?						
'	Please stop now if you/the persor	ı ie ı	ınder age 5				
9.	Do you have serious difficulty walking or climbing stairs?						
\dashv	, , , , , ,						
10.	Because of a physical, mental or emotional condition, do you have serious difficulty concentrating, remembering or						
	making decisions?						
11.	Do you have difficulty dressing or bathing?						
-	, , ,						
12.	Do you have serious difficulty learning how to do things most people your age can learn?						
13.	Using your usual (customary) language , do you						
	have serious difficulty communicating (for example						
	understanding or being understood by others)?						
	Please stop now if you/the person	ı is ι	ınder age 15				
14.	Because of a physical, mental or emotional condition, do						
	you have difficulty doing errands alone such as visiting a						
	doctor's office or shopping?						
15.	Do you have serious difficulty with the following:						
	mood, intense feelings, controlling your behavior, or						



PRIMARY CARE PEDIATRIC HEALTH HISTORY

Patient Name:	Da	te of Birth:	Age:	☐ Male ☐ Female					
Current Medical Provider:		Reason for transfer	ring care:						
CURRENT HEALTH									
Present Health Concerns:									
MEDICATIONS: Please list ALL medications including Vitamins, herbs, home remedies									
Medication Name	Strength (mg)	Directions		Reason Taking					
ALLEDOISC									
ALLERGIES: or reactions to medication	is, environmental	, animals, food, vacc		Danatia					
Allergy			Symptoms or	Reaction					
DENTAL: Has child been seen by a der	tist? 🗆 Yes 🗆	No If yes, date o	f last visit:						
Name of Dental Provider:		How often	seen:						
Has child had dental sealants: Yes	s □ No □ Unsu	ire If yes, whe	n:						
IMMUNIZATIONS: Please bring your o	hild's immunizati	on records with you	ı (If received o	utside of Oregon)					
Up to date? ☐ Yes ☐ No ☐ Unsure	Reactions to pa	ast vaccines (if any):							
ADOLESCENT HEALTH QUESTIONNAIR	E (<u>for ages 12 ar</u>	<u>nd older</u>) Please have	e the PATIENT	answer the questions.					
Do you use tobacco or nicotine?	es 🗆 No 🗆 Pre	viously What typ	e:						
In the last 12 months, did you:									
Drink any alcohol (more than a few sip	s)? 🗆 No 🗆 Ye	28							
Smoke any marijuana or hashish?	No □ Yes								
Use anything else to get high? ☐ No	☐ Yes								
Have or do you <u>EVER</u> :									
Have you ever ridden in a car driven b	y someone (includ	ling yourself) who w	as "high" or h	ad been using alcohol or					
drugs? □ No □ Yes									
Do you ever use alcohol or drugs to relax, feel better about yourself, or fit in? No Yes									
Do you ever use alcohol or drugs while you are by yourself or alone? ☐ No ☐Yes									
Do you ever forget things you did while using alcohol or drugs? $\ \square$ No $\ \square$ Yes									
Do your family or friends ever tell you that you should cut down on your drinking or drug use? \Box No \Box Yes									
Have you ever gotten into trouble while you were using alcohol or drugs? $\ \square$ No $\ \square$ Yes									
During the past 2 weeks, have you been bothered by little interest or pleasure in doing things? \Box No \Box Yes									
During the past 2 weeks, have you been bothered by feeling down, depressed, or hopeless? \square No \square Yes									



Patient Name:	Date of Birth:	
MEDICAL HISTORY		
Please describe any major medical problems (Asthma, Seizu	ires, Heart Problems, Diabete	s, etc.):
Hospitalizations / Surgeries (include year):		
, , ,		
Broken Bones or Severe Sprains (include area of body):		
Female Patients: (If applicable)		
	st day of last period:	
	ntraceptive history:	
Infectious Diseases: Has your child had any of the following	<u> </u>	
·	Rubella	☐ Tuberculosis
☐ Pertussis (whooping cough) ☐ Other (specify)		
PREGNANCY AND BIRTH		
Where was your child born:		
Is the child yours by: \square Birth \square Adoption \square St	epchild 🗆 Other:	
	emature: \square No \square Yes If so	o, how early:
	arean, why?	
Medical problems during pregnancy:		
Medical problems during child's newborn period:		
FAMILY / SOCIAL HISTORY		
Who lives at home?		5 L .: L:
Name	Age	Relationship
Child's School:	Grade:	
Are there any pets in the home? \Box Yes \Box No	es, list:	
Does anyone in the home smoke? ☐ Yes ☐ No Who?	☐ Inside	☐ Outside ☐ Car
Please list any sports played or hobbies:		



Patient Name:					Date	of Birt	th:				
FAMILY HEALTH HISTORY											
Please indicate with an X family members who have had any of the following conditions:											
Medical Condition	Mom's Mom's Mom's Mom's Sister Mom's Sister Mom's Sister Mom's Brother Dad's Mom Dad's Sister							Dad's Brother			
Alcoholism											
Anemia											
Angina											
Arthritis											
Anxiety											
Asthma											
Birth Defects											
Bleeding Disease											
Breast Cancer											
Cervical Cancer											
Coronary Heart Disease											
Colon Cancer											
Depression											
Diabetes											
Growth / Development Disorder											
Headaches											
Heart Disease											
Hypertension											
High Cholesterol											
Kidney Disease											
Lung Cancer											
Lung / Respiratory Disease											
Melanoma / Skin Cancer											
Migraines											
Osteoporosis											
Ovarian Cancer											
Psychiatric Care											
Seizures											
Severe Allergies											
Stroke											
Thyroid Problems											
Uterine Cancer											
Weight Disorder											
Other Cancer											
Other Medical Problems											
No / Unknown Family History											
For Office Use Only Reviewed by Provider (signature): Date:											



FINANCIAL DISCOUNT APPLICATION INFORMATION

Please retain this page for your reference.

Complete the next page and return it to Adapt by the due date if you wish to apply.

Adapt is a private, non-profit organization that provides quality and affordable medical services. All patients may apply for a sliding scale discount; eligibility is based on household size and income. *No one* is turned away due to lack of funds. All patients will receive a monthly statement if there is a balance owed on their account. All balances are due within 30 days of the statement date. If you are unable to pay your balance in full, please call Adapt's billing office to make payment arrangements.

- Please complete this entire form and provide all requested documents to be considered for a sliding scale discount. Discounts will only be given to patients who qualify and provide verification.
- You have **14 days from the date of service** to complete and return this form to be considered for a discount on your visit. Otherwise, your discount will begin on the date it is returned.
- Adapt will not back date discounts.
- Once your application has been processed, you will receive a letter in the mail notifying you of the discount that you are eligible for.
- All discounts will be valid for one year at which time you will be asked to provide current verification. If your
 financial or living circumstances change before this date, you are required to notify Adapt. This information
 may adjust your discount.
- If applicable, information provided on this application may be used to determine if you qualify for a discount on services provided by Mercy Outpatient Lab & Imaging ordered by Adapt Primary Care. To be considered for a discount from CHI Mercy Health, you must have applied for Oregon Health Plan. Information on this form may be requested by CHI Mercy Health and will be provided to them for auditing purposes.

Required Documents: To be determined for a sliding scale discount, please ensure copies of the following documents for ALL household members are included with your application. If one or more of these documents do not pertain to your household, please disregard those documents.

 ☐ Most recent 30 days of pay stubs ☐ Unemployment verification ☐ Most recent federal tax return (if self-employed) ☐ Social Security and/or Disability 	 □ Worker's Compensation award letter □ Court orders from any lawsuit □ Proof of gambling winnings □ Proof of annuity payments 	☐ If you have no income, a letter that explains your means of living or a completed Self Attestation of Income form (available upon request)
award letters	☐ Receipts for goods sold or services	☐ Food Stamps verification
☐ Pension award letter	provided	☐ Tuition assistance grants
☐ Child Support award letter		-

Definitions

Household: persons who live in the same dwelling and are pooling resources.

<u>Income:</u> any moneys received, whether taxable or non-taxable, from any source. Any moneys for goods sold or services provided, grants for tuition assistance, retirement income, business income, social security and/or disability payments, unemployment insurance benefits, settlement awards from any lawsuit whether considered "economic damages" or not, life insurance payments, annuity payments, gambling winnings, and any other moneys received for the purposes of assisting with household expenses will be included. Loans or available credit will not be counted.

If you are applying for to apply for OHP and					•	•
Have you applied for the Oregon Health Plan? Y N If yes, date applied: Were you approved? Y N						
Do you have other insurance? Y N If yes, what insurance? Adapt staff initials:						
PLEASE PF	OVIDE INFORM	IATION FOR THE	PERSON RESPO	NSIBLE FOR THIS	ACCOUNT BELOV	w.
Name of Responsible P	arty:		Relation to	Patient:		
SSN Optional (last 4): X	XX-XX-	DOB:		Phone:		
Billing Address:		Cit	y:	Stat	e: Zip:	
Please prov	ide information	for all househo	old members. (Se	ee definition of h	ousehold on page	e 1)
Household Member	1	2	3	4	5	6
Name						
Date of Birth						
Relationship to Patient	SELF					
Gross Monthly Income from the following:	Please _l	provide suppor	ting document	tation for each s	source of incom	e listed.
Salary/Wages	\$	\$	\$	\$	\$	\$
Unemployment	\$	\$	\$	\$	\$	\$
Social Security	\$	\$	\$	\$	\$	\$
Disability	\$	\$	\$	\$	\$	\$
Pension	\$	\$	\$	\$	\$	\$
Retirement	\$	\$	\$	\$	\$	\$
Child Support	\$	\$	\$	\$	\$	\$
Worker's Comp	\$	\$	\$	\$	\$	\$
Sale of Goods	\$	\$	\$	\$	\$	\$
Other	\$	\$	\$	\$	\$	\$
TOTAL	\$	\$	\$	\$	\$	\$
TOTAL gross monthly household income: TOTAL number of household members: If your household income is zero, please initial here: and provide a brief explanation of your current financial and living situations:						
hereby authorize representatives of Adapt to make whatever inquiries necessary to verify the information furnished on this form, or to release any information regarding my office visits to any insurance company or third party to seek settlement of this account. I hereby state that to the best of my knowledge the information given above is true and complete. I understand that if any information is found to be incorrect, I may not be eligible for any future consideration of reduced rates and that any sliding fee taken in the past may be reversed and all accounts adjusted accordingly. Patient/Responsible Party Signature:						
Application Date:	Application Date: Expiration Date:					
☐ Based on the informat	•	-				
Information verified by: \Box F						
Staff member completing for	nrm.			Dat	٥٠	



PATIENT ACKNOWLEDGEMENT AND CONSENT OF AGENCY POLICIES

Ancillary Service Providers and Staff

I understand that from time to time, other persons may be observing or facilitating my care including, but not limited to students of the health profession, and administrative or health care professionals in orientation or training.

Medical/AI Scribe Service (Scribe Services)

I understand that a professional medical scribe or AI scribe service (scribe services) may be used during my visit to assist my provider(s) with documentation at no cost to me. I understand that the scribe service may be virtual. I also understand that the medical scribe services follow a professional code of ethics that ensures that all medical information discussed with my provider(s) and other clinic staff will be kept confidential.

Telehealth Services

Your provider may offer telehealth visits. Telehealth visits are performed securely within the protected electronic medical record environment. You may decline participation in an individual telehealth visit by informing the person scheduling your appointment that you do not wish to have a telehealth visit. Some providers and services may only be available via telehealth. The visit is documented in the electronic medical record in the same way an in-person visit is documented.

Disability Certification and Special Accommodations

I understand that the health center limits services provided to those that are clinical in nature. Any requests for additional administrative services, like disability certification and special accommodations, that require a determination of disability will have to be provided by a medical or behavioral health provider at another location. Paperwork for short-term disability or FMLA/OFLA by an Adapt provider may be completed and will be subject to a \$25 administrative fee. The reason for this policy is to avoid having the performance of administrative functions interfere with patient care.

Financial Responsibility & Billing Consent

All clients are responsible to pay in full for all services. I understand that it is my responsibility to check with my insurance company to verify coverage of services. I understand that I am responsible for any deductibles, co-pays, coinsurance, non-covered services or services deemed "not medically necessary" by my insurance company. Co-pays and coinsurance will be collected at the time of service. I may also choose to not bill my insurance for a specific visit, and I will then be responsible for the full cost of undiscounted services provided to me at that visit. I understand if my check is returned for non-sufficient funds (NSF) or written on a closed account, I will be responsible for a \$25 processing fee. I understand that if I do not make my scheduled payments and/ or do not make payment arrangements with Adapt billing department, my account may be assigned to a third-party collection agency.

Assignment of Insurance Benefits

I understand that this serves as a direct assignment of my medical benefits from Medicare, Medicaid, other government carrier, or any commercial/ private insurance carrier, to be paid to Adapt. If I receive payments directly from my insurance company, I agree to bring them to Adapt for payment on my account.

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Laboratory Information:

- In-clinic tests are courtesy billed to insurance companies by Adapt.
- Samples collected and sent to outside labs will be billed by the performing laboratory. Some
 locations have Mercy and Cordant available on-site for patient convenience but are not part of
 Adapt.

Fee Based Charges for Civil Subpoenas

For subpoenas issued for a civil matter, Adapt will invoice the attorney or other requester (plaintiff or respondent) a flat rate of \$1000 per clinician per day. An invoice should be provided to the requester and should be paid prior to the appearance date. Waivers such as those for income considerations can be considered on a case by case basis.

Referrals

I understand that I may choose to receive diagnostic test(s) or health care treatment/service at a facility other than the one recommended by my health care practitioner. I understand that if I choose to have the diagnostic test, health care treatment or service at a facility different from the one recommended by my health care practitioner, I will be held responsible for determining the extent of coverage or the limitation on coverage as applicable. A health practitioner may not deny, limit or withdraw a referral solely because I choose to have the diagnostic test or health care treatment or service at a facility other than the one recommended by the health care practitioner.

Phone Messages, Texting, and Emailing

We may contact you about your healthcare using the phone numbers and email addresses that you provide us. This may include using an automated phone dialing system, pre-recorded or synthetic voice messages, texting, or email. When we contact you in this manner, you will be given the opportunity to opt out of receiving similar communications going forward. Our messages may include, but are not limited to, information about appointment reminders, discharge planning, billing, prescription reminders, research opportunities, our products and services, treatment alternatives, your general health, and regulatory notices provided in lieu of first-class mail. Because texts and emails are not encrypted, there is a risk that someone else could read or access these messages. We therefore take steps to limit the amount of protected health information that they contain. If you do not wish to receive these types of text or email messages, please let us know, and we will have you sign our opt out form. You may also opt out from receiving text messages from Adapt at any time by replying STOP to any text message received.

Advanced Directives

I acknowledge that Adapt provides an opportunity at admission to complete or provide copies of any advanced directives. If I receive services from any Adapt state certified behavioral health programs, staff will provide me information about the Oregon Declaration for Mental Health Treatment Form, its purpose, and contact information for a person who can answer additional questions.

Voter Registration

I understand that staff will offer an opportunity to register to vote during admission.

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Notice of Privacy Practices

I understand that it is Adapt policy to offer patients a printed copy and chance to review the HIPAA Notice of Privacy Practices.

Patient Rights

In addition to the HIPAA Notice of Privacy Practices, I understand that it is Adapt policy to offer patients a printed copy and chance to review the following upon admission to any of Adapt state certified behavioral health programs:

- Individual Rights Policy
- Grievance Policy and Form
- Service Delivery Policies

Important Information for the Client

To provide or pay for health services: If Adapt Integrated Health Care is acting as a provider of your health care services or paying for those services under the Oregon Health Plan or Medicaid Program, you may choose not to sign this form. That choice **will not** adversely affect your ability to receive health services **unless** the health care services are solely for the purpose of providing health information to someone else and the authorization is necessary to make that disclosure. (Examples would be: assessments, tests, or evaluations).

Your choice not to sign **may affect** payment for your services if this authorization is necessary for reimbursement by private insurers or other non-governmental agencies.

This is a Voluntary Form. Adapt Integrated Health Care cannot condition the provision of treatment, payment, or enrollment in publicly funded health care programs on signing this authorization, except as described above. However, you should be given accurate information on how refusal to authorize the release of information may adversely affect coordination of services. If you decide not to sign, you may be referred to a single service that may be able to help you and your family without an exchange of information.

You are entitled to a copy of this authorization.

This authorization is voluntary and is meant to confirm your directions.

Redisclosure:

A written consent to use or disclose records for treatment, payment, or health care operations may be subject to redisclosure by the recipient and no longer protected by this part.

This consent cannot be combined with a consent for use and disclosure of records (or testimony relaying information contained in a record) in a civil, criminal, administrative, or legislative investigation or proceeding.

Help Using This Form:

Terms Used: Mutual exchange allows information to go back and forth between Adapt Integrated Health Care and the person or organization listed on the authorization.

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Assistance: Whenever possible, an Adapt Integrated Health Care staff person should fill out this form with you. Be sure you understand the form before signing. Feel free to ask questions about the form and what it allows. You may substitute a signature with making a mark or by asking an authorized person to sign on your behalf.

Minors: If you are a minor, you may authorize the disclosure of mental health or substance abuse information if you are age 14 or older; for the disclosure of any information about sexually transmitted diseases or birth control regardless of your age; for the disclosure of general medical information, if you are age 15 or older.

Special Attention: For information about HIV/AIDS, mental health, genetic testing, or alcohol/drug abuse treatment, the authorization must clearly identify the special information that may be disclosed.

By reading and signing this form, I accept my rights and responsibilities as a patient and consent to the treatment and services provided by Adapt. In addition, by signing this form, I certify that I have not withheld insurance coverage information existing at the time of this service and that no other insurance coverage exists beyond that which I have provided. I accept full responsibility for all charges whether they are covered by insurance or not. I have authorized Adapt to release all information necessary to my insurance company to make payment. I have read and understand the above information and give authorization for payment of insurance benefits to be made directly to Adapt for services provided, including my substance use treatment information as part of the single consent for treatment, payment, and health care operations.

Print Name:				
Relationship to Patient:				
Patient Signature	Parent/Legal Guardian Signature Date			
	esentative other than a parent of a minor child signs this Authorization, a authority must be attached (e.g., Health Care Power of Attorney or Notarized be Form).			
OFFICE USE ONLY				
•	itten acknowledgement of our Notice of Privacy Practices and other agency but acknowledgement could not be obtained because:			
☐ Individual refused t	o sign			
☐ Communications ba	arriers prohibited obtaining the acknowledgement			
☐ An emergency prev	rented us from obtaining acknowledgement			
☐ Other (Please Spec	ify):			
Adapt Staff Signature:				

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CONSENT FOR TREATMENT WITH ROI FOR TREATMENT, PAYMENT AND OPERATIONS SHARING

Consent for Medical Treatment

I consent to receiving medical and/ or surgical treatment including, but not limited to diagnostic tests, lab work, injections, minor operations, and removal/ disposal of tissues as may be deemed advisable or necessary by the attending healthcare provider.

Consent for Behavioral Health Services

I consent to receiving behavioral health services as may be appropriate to assist with my medical treatment including, but not limited to assessment of and treatment for mental health conditions and/ or substance misuse.

Release of Information & Single Consent for Treatment, Payment, and Healthcare Operations

I acknowledge that Adapt's Notice of Privacy Practices was provided to me and any use or release of information not permitted under law will require my authorization to release information. I authorize Adapt to release to my insurance carrier(s) by mail, fax, electronically, or verbally, any information needed to determine benefits payable and to bill for services provided. Some Adapt departments fall under additional federal privacy protections for substance use treatment programs. If my services include any 42 CFR Part 2 protected information as part of a substance use treatment program, by signing below, I authorize **Adapt Integrated Health Care** to use and disclose my protected health information, *including all records and all records from a substance use treatment program*, with my **treating providers**, **health plans**, **third party payers**, **and people helping to operate this program** for the purpose of treatment payment and health care operations.

Disclosure

Any records that are disclosed under this consent may be further disclosed by that entity without your written consent, to the extent the HIPAA regulations permit such disclosure.

Expiration

This consent acts as a mutual exchange of information to and from afore mentioned entities. This single consent authorization for all uses and disclosures for treatment, payment, and health care operations may be updated as needed by the organization at which time a new signature will be required. This consent ends when the close of provision of services and all required programmatic communications and care coordination have been completed.

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Right to Revoke

I understand that I may revoke this authorization **in writing** at any time. I understand that revocation of this authorization will **not** affect any action Adapt Integrated Health Care took in reliance on this authorization before receiving my notice of revocation. Nor will it affect any information that was already disclosed.

Print Name:			
Relationship to Patient:			
Patient Signature	Parent/Legal Guardian	Date	

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^{*}In the event a legal representative other than a parent of a minor child signs this Authorization, a documentation of legal authority must be attached (e.g., Health Care Power of Attorney or Notarized Health Care Representative Form).



PEDIATRIC COMMUNICATION PERMISSIONS

Full Legal Name of Patient:	Date of Birth:			
We respect your right to tell us who you want involved in situations, it may be necessary and appropriate for us to cindividuals.	your treatment or to help you with payment issues. In some discuss your Protected Health Information with other			
Biological or Legal Guardian Contact Information (please pro attorney, etc.)	vide proof of legal guardian, legal representative, power of			
Name:	Name:			
Relationship:	Relationship:			
Phone:	Phone:			
☐ Mobile ☐ Home ☐ Work	☐ Mobile ☐ Home ☐ Work			
Adapt Integrated Health Care may leave voicemail for the fo	lowing purposes (check all that apply)			
\Box General information regarding the patient's care \Box B	illing NO messages of any kind			
Patient Contact Information (if applicable): Patients who are and consent to various health care matters depending on thei Integrated Health Care staff.	minors (under age 18) may request certain levels of confidentiality r age. Further details regarding this can be provided by Adapt			
Patient's Phone Number:				
	Phone Number e records)			
Contact Name Relationship Discuss ALL information (this is not authorization to release Appointment Management Pick up items from clinic, including medications, hard copy Other (specify):				
The Authorization may be changed or revoked in writing	is document was given to me in a language that I understand			
	nt			
Patient Signature Parent/Legal Gua Print Name / Relationship to Patient:	nt			