

# PRIMARY CARE PEDIATRIC NEW PATIENT PACKET

Packet Updated 07/18/25



#### 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 (por cita)	(877) 408-8941	Mon-Fri, 8am-5pm Closed 12-1 for Lunch Closed Sat & Sun	24-Hour Crisis Line ( 877) 519-9322	
<b>Douglas County</b> 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 (por cita)	(877) 408-8941	Mon-Fri, 8am-5pm Closed 12-1 for Lunch Closed Sat & Sun	24-Hour Crisis Line (877) 519-9322	
<b>Douglas County</b> 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 <a href="https://www.ada.gov/service\_animals\_2010.htm">https://www.ada.gov/service\_animals\_2010.htm</a>).

#### **Patient-Centered Primary Care Home**

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

#### 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 <a href="https://bphc.hrsa.gov/ftca/about/index.html">https://bphc.hrsa.gov/ftca/about/index.html</a>.

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#### PREPARING FOR YOUR FIRST PRIMARY CARE 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 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

#### Children's Health

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

#### **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

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#### PEDIATRIC NEW PATIENT REGISTRATION

PATIENT INFORMATION							
Last Name:		First Name:		Middle Initial:		Preferred Name:	
Date of Birth:	Age:	Sex:		Last Name	at Bir	th:	
		☐ Male	☐ Female				
Social Security #:							
Home Address:			City:	State: Zi			Zip:
Mailing Address (if different):			City:		State:		Zip:
Phone (please check your prime	ary phone	<mark>e)</mark> :					
$\square$ Home Phone:			🗆 Cell Pho	ne:			
☐ Message Phone:							
Student Status:   Full-Time	☐ Part-	Time 🗆 No	ot a Student				
PARENT / GUARDIAN INFORM	ATION						
Mother's Name:		Date of Birt	h:	ſ	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 Birt	h:	
Social Security #:				Phon	e:		
Name of person patient prima	rily lives	with:					
Relationship to patient:				Phon	ie:		
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):	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							
<b>Dependent Child of Veteran?</b> ☐ 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 B	and of Umpqua T	ribe □ Con	federated Tril	bes of Grant R	onde		
☐ Coquille Indian Tribes ☐ Confedera	ated Tribes of Co	os/Lower Um	npqua/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	ehold:	
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							
1	If there are more than 6 people in your household, how many people are in your household? What is your monthly household income?						
$\square$ I choose not to provide my financial	information.						
Patient Signature	Parent/Lega	al Guardian Sig	gnature	Date		<del></del>	
Print Name / Relationship to Patient:						·	

<sup>\*</sup> 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:Middle	Initial:Last Name:	Date of Birth:
	t <b>hnicity, tribal affiliation, country of c</b> your <b>racial or ethnic identity</b> ? Please	
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  Middle Eastern  North African	Asian Indian    Asian Indian   Cambodian   Chinese   Communities of Myanmar   Filipino/a   Hmong   Japanese   Korean   Laotian   South Asian   Vietnamese   Other Asian    Other Categories   Don't know   Don't want to answer
3. If you checked <b>more than one</b> cat  ☐ Yes. Please circle your primary ☐ I do not have just one primary ☐ No. I identify as Biracial or	racial or ethnic identity.	your <b>primary</b> 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	ge)					
	Skip to question 7 if you	indi	cated English o	nly			
4k	o. In what language do you want us to communicate in <b>per</b>	son,	on the phone	, or \	/irtuall <sub>;</sub>	<b>y</b> with you	۱?
40	In what language do you want us to <b>write</b> to you?						
	a. Do you need or want an <b>interpreter</b> for us to commu	nicat	e with vou?				
	To Yes Don't know Don't want to		•				
	<b>5b.</b> 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):		.o. o.gag a.a.	9 (.	<b>0</b> = ,	.с.р.с.с.	
	Skip to question 7 if you do not use a langu	uade	other than End	lish	or sian	language	
6.	How well do you speak English?	J. G. G. C			o. o.g	i i i gua go	
	☐ VeryWell ☐ Well ☐ Not Well ☐ Not	at al	l 📋 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 <b>blind</b> or do you have <b>serious difficulty seeing</b> , even						
	when wearing glasses?						
'	Please stop now if you/the persor	ı ie ı	ınder age 5				
9.	Do you have <b>serious difficulty</b> 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 <b>usual (customary) language</b> , do you						
	have serious difficulty communicating (for example						
	understanding or being understood by others)?						
	Please stop now if you/the person	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 <b>serious difficulty</b> with the following:						
	mood, intense feelings, controlling your behavior, or						



# PRIMARY CARE PEDIATRIC HEALTH HISTORY

Patient Name:	Da	te of Birth:	Age:	$\square$ Male $\square$ Female		
Current Medical Provider:		Reason for transfer	ring care:			
CURRENT HEALTH						
Present Health Concerns:						
MEDICATIONS: Please list ALL medica	tions including Vi	tamins, herbs, home	remedies			
Medication Name	Strength (mg)	Directions		Reason Taking		
ALLED CIEC. on monetic me to me direction		Lanimania fanal wasa	inaa ata			
ALLERGIES: or reactions to medicatio	ns, environmenta	i, animais, tood, vacc		. Donation		
Allergy			Symptoms or	RedCtiOii		
<b>DENTAL:</b> Has child been seen by a de	ntist? $\square$ Yes $\square$	•				
Name of Dental Provider:		How often	seen:			
Has child had dental sealants: $\Box$ Ye	s 🗌 No 🗌 Unst	ure If yes, whe	n:			
IMMUNIZATIONS: Please bring your	child's immunizat	ion records with you	ı (If received c	outside of Oregon)		
Up to date? ☐ Yes ☐ No ☐ Unsur	e Reactions to p	ast vaccines (if any):				
ADOLESCENT HEALTH QUESTIONNAIL	RE ( <u>for ages 12 aı</u>	<u>nd older</u> ) Please have	e the <u>PATIENT</u>	answer the questions.		
Do you use tobacco or nicotine? $\Box$ \	'es 🗌 No 🗌 Pre	eviously What typ	e:			
In the last 12 months, did you:						
Drink any alcohol (more than a few si	os)? 🗌 No 🗀 Ye	es				
Smoke any marijuana or hashish?	No ☐ Yes					
Use anything else to get high? $\ \square$ No	☐ Yes					
Have or do you <u>EVER</u> :						
Have you ever ridden in a car driven b	y someone (includ	ding 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? $\ \square$ No $\ \square$ 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?   No  Yes						
Have you ever gotten into trouble while you were using alcohol or drugs? ☐ No ☐ Yes						
During the past 2 weeks, have you be						
During the past 2 weeks, have you been bothered by feeling down, depressed, or hopeless? $\Box$ No $\Box$ 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:	
		o, how early:
	arean, why?	
Medical problems during pregnancy:		
Medical problems during child's newborn period:		
FAMILY / SOCIAL HISTORY		
Who lives at home?	Λαο	Dolationship
Name	Age	Relationship
Child's School:	Grade:	
Are there any pets in the home? $\square$ Yes $\square$ No If ye	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	Dad	Sister	Brother	Mom's Mom	Mom's Dad	Mom's Sister	Mom's Brother	Dad's Mom	Dad's Dad	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:												



<b>Due Date</b>	
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#### 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.

<ul> <li>☐ Most recent 30 days of pay stubs</li> <li>☐ Unemployment verification</li> <li>☐ Most recent federal tax return (if self-employed)</li> <li>☐ Social Security and/or Disability</li> </ul>	<ul> <li>□ Worker's Compensation award letter</li> <li>□ Court orders from any lawsuit</li> <li>□ Proof of gambling winnings</li> <li>□ Proof of annuity payments</li> </ul>	☐ 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 t	Have you applied for the Oregon Health Plan? Y N If yes, date applied: Were you approved? Y N						
Do you have other ins	urance? Y N	If yes, what ins	urance?		Adapt staff initia	als:	
PLEASE PF	ROVIDE 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	vide information	n for all househo	old members. (Se	ee definition of h	ousehold on page	e <b>1</b> )	
Household Member	1	2	3	4	5	6	
Name							
Date of Birth							
Relationship to Patient	SELF						
Gross Monthly Income from the following:	Please <sub>l</sub>	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: and provide a brief explanation of your current financial and living situations:							
I 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: Expiration Date: Expiration Date: 8 discount.							
☐ Based on the informat	•	-					
Information verified by: $\Box$ F							
Staff member completing for	orm.			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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Print Name:

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.

Patient Signature	Parent/Legal Guardian Signature	Date	
OFFICE USE ONLY			
•	itten acknowledgement of our Notice of Pr but acknowledgement could not be obtaine		
☐ Individual refused t	to sign		
☐ Communications barriers prohibited obtaining the acknowledgement			
☐ An emergency prevented us from obtaining acknowledgement			
☐ Other (Please Spec	ify):		

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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:			
		<del></del>	
Patient Signature	Parent/Legal Guardian Signature	Date	

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#### PEDIATRIC COMMUNICATION PERMISSIONS

Full Legal Name of Patient:	Date of Birth:
	t involved in your treatment or to help you with payment issues. In some te for us to discuss your Protected Health Information with other
Biological or Legal Guardian Contact Information attorney, etc.)	n (please provide proof of legal guardian, legal representative, power of
Name:	Name:
Relationship:	Relationship:
Phone:	Phone:
☐ Mobile ☐ Home ☐ Work	☐ Mobile ☐ Home ☐ Work
	aail for the following purposes (check all that apply)
$\Box$ General information regarding the patient's ca	are 🗆 Billing 🗆 <b>NO</b> messages of any kind
	ents who are minors (under age 18) may request certain levels of confidentiality nding on their age. Further details regarding this can be provided by Adapt
Patient's Phone Number:	☐ Mobile ☐ Home ☐ Work
the patient (e.g., stepparents, grandparents). No  Contact Name Relation Please check all that apply:  Discuss ALL information (this is not authorizated Appointment Management)  Pick up items from clinic, including medication Other (specify):	cion to release records)
Contact Name Relatio  ☐ Discuss ALL information (this is not authorizat ☐ Appointment Management ☐ Pick up items from clinic, including medication ☐ Other (specify):	cion to release records)
patient turns 18. By signing below, I acknowled	ed in writing at any time. It will remain in effect until that time or the edge that this document was given to me in a language that I understand ety. If I am signing this document on behalf of another person, I of the patient.
Patient Signature Paren	nt/Legal Guardian Signature Date
Print Name / Relationship to Patient:	





# Interpretation Services Available

# **American Sign Language**

Point to your language. An interpreter will be called. There is no cost to you. It is your right.



### Chinese

中文

ខ្មែរ

请指出您的语言。我们将为您安排一位口译员。您无需支付任何费用。这是您的权利。

Spanish Español

Señale su idioma. Se llamará a un intérprete. No tendrá ningún costo para usted. Es su derecho

French le français

Indiquez votre langue. Un interprète sera appelé. Cela ne vous coutera rien. C'est votre droit

Korean 한국어

당신의 언어를 가리켜 주세요. 통역사가 호출될 것입니다. 비용은 들지 않습니다. 이것은 당신의 권리입니다

Japanese 日本語

「ご自身の言語を指さしてください。通訳が呼ばれます。 費用はかかりません。これはあなたの権利です。」

**German** Deutsch

Zeigen Sie auf Ihre Sprache. Eine Dolmetscherin wird gerufen. Es entstehen Ihnen keine Kosten. Es ist Ihr Recht Mon-Khmer, Cambodian

សូមចង្អុលទៅភាសារបស់អ្នក។ នរណាម្នាក់នឹងត្រូវបានហៅមកបកប្រែ។ អ្នកមិនត្រូវបង់ថ្លៃអ្វីឡើយ។ នេះជាសិទ្ធិរបស់អ្នក។

فارسی

به زبان خود اشاره کنید. یک مترجم فراخوانده خواهد شد. این برای شما هیچ هزینهای ندارد. این حق شماست Romanian română

Arătați spre limba dumneavoastră. Va fi chemat un interpret. Nu veți avea niciun cost. Este dreptul dumneavoastră

Russian Русский язык

Үкажите на свой язык. Будет вызван переводчик. Это бесплатно для вас. Это важе право

**Cushite** Kushiyad

Farta ku fiiq luqaddaada. Turjubaan ayaa laguugu yeeri doonaa. Kharash kugu ma baxayo. Waa xuquuqdaada

**Thai** ภาษาไทย

ชี้ไปที่ภาษาของคุณ จะมีการเรียกหาล่าม คุณไม่ต้องเสียค่าใช้จ่าย ใด ๆ นี่คือสิทธิของคุณ Ukrainian ykpaїнська moba

Вкажіть на свою moby. Буде викликано перекладача. Че безкоштовно для вас. Че ваше право

Vietnamese Tiếng Việt

Chỉ vào ngôn ngữ của bạn. Một thông dịch viên sẽ dược gọi. Bạn sẽ không phải trả bất kỳ chi phí nào. Đây là quyền của bạn العربية العربية

أشر إلى لغتك سيتم استدعاء مترجم لن تتحمل أي تكلفة. هذا من حقك



Point to your language.

An interpreter will be called.