

Jennifer Lewis-Gosch, Twelve Branches Acupuncture & Herbal Medicine

4208 Leary Way NW, Seattle, WA. 98107
206 854 5399 (jennifer@twelvebranches.com)

WA State Acupuncture License # AC00002465

Welcome and Policies

Welcome! I look forward to working with you. I want to reassure you that acupuncture is safe and, by and large, painless. Most people experience it with an overall sense of relaxation and well-being. To help serve you better, I've listed some guidelines and office policies. Please sign the Client Acknowledgement below and bring this form with you to your first treatment.

Please eat 1 to 2 hours prior to your appointment time.

Please fill out the enclosed forms and bring them with you to your first appointment.

Please come in 15 minutes before your appointment to complete your Health History Questionnaire if you have not already done so.

Please wear loose-fitting clothes if possible.

Appointments and Fee Information:

Your initial visit will last approximately 1½ hours; return visits are usually about 1 hour. This time will be spent interviewing you regarding your medical history and primary complaint, conducting a physical examination based on Traditional Chinese Medicine (TCM), and performing a course of treatment.

My fee at time of service is \$95 for the first office call and \$70 for repeat visits. You are responsible for all fees. If your insurance covers part of the treatment cost, you are responsible for paying the co-payment at the time services are rendered. As it is my policy to make Chinese Medicine easily accessible to everyone, I offer a \$10 time of service credit to students, starving artists, and elders (65+).

Payment Method:

I accept payment by cash or check. There is a \$30 penalty for a bounced check and only one occurrence is permitted. If a second check bounces, I will require cash-only payment from then on.

Cancellation and Lateness Policy:

If you are unable to keep your appointment for any reason, I ask that you call my office at least 24 hours in advance to cancel or reschedule the appointment. Otherwise you will be charged \$65 for the appointment.

Client Acknowledgement:

I have read the preceding information and have been given the opportunity to ask questions clarifying the content. I understand that I am financially responsible for all charges and agree to pay for the services rendered. I authorize Jennifer Lewis-Gosch to release to my insurance company or companies any and all information necessary to process any claim. I further authorize that payment(s) be made directly to Jennifer Lewis-Gosch. I understand the contents of this disclosure and agree to abide by these policies.

Signature of Client

Date

I am pleased to have you as a client and hope you will soon share my enthusiasm for the health-enhancing benefits of acupuncture. My goal is to support your body's natural healing process and assist you in improving your overall health and vitality.

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Health History Questionnaire

Date: / /

Patient's Name (Last, First, M.I.)		DOB (mm/dd/yyyy)	Sex (M/F)	Patient Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Other <input type="checkbox"/>	
Patient's Address (No. Street)		Relation to Insured		Patient's Employer	
City	State	Zip Code	Phone (10 digit)		Patient's SSN:
Insured's Name (Last, First, M.I.)		DOB (mm/dd/yyyy)	Sex (M/F)	Email:	
Insured's Address (No. Street)		Phone (10 digit)		Insured's Employer	
City	State	Zip Code	Insured's Claim Nbr. or ID Nbr.		Group ID Number
Insurance Company			Plan Name or Program		
Billing Address			Referral Nbr.		
Onset/Injury Date	Similar Condition (Y/N)	Work related (Y/N)	Auto Accident (Y/N)	U.S. State	Other Acc. (Y/N)

What is your main complaint today? _____

When did this problem begin? (Please be specific) _____

What do you think caused it? Is the cause still present? _____

What treatments have you tried already? What were the results? _____

Have you been given a diagnosis for this problem? If so, what? _____

To what extent does this problem interfere with your daily activities? (work, sleep, eating, sex...) _____

How severe is your problem right now? (Please mark the scale below)

No problem	Moderate	Worst Imaginable

What's the most severe level you have endured within the last week? (Please mark the scale below)

No problem	Moderate	Worst Imaginable

Patient Name: _____

Date: _____

Past Medical History (please indicate by date(s):

- | | | | |
|-----------------|---------------------------|-----------------------|------------------------|
| Cancer _____ | High Blood Pressure _____ | Rheumatic Fever _____ | Venereal Disease _____ |
| Diabetes _____ | Heart Disease _____ | Seizures _____ | Asthma _____ |
| Hepatitis _____ | Stroke _____ | Thyroid Disease _____ | Pacemaker _____ |
| Other: _____ | | | |

Surgeries (type and date): _____

Significant Trauma (auto accidents, falls, etc.): _____

Significant Dental Work (type and date): _____

Birth History (prolonged labor, forceps delivery, caesarian section, other): _____

Allergies (drugs, chemicals, foods, animals): _____

Family Medical History

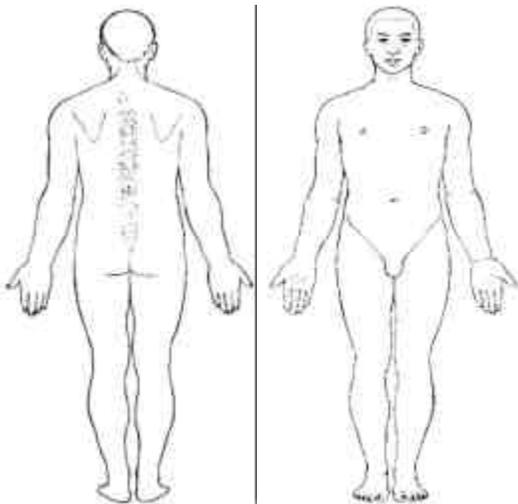
- | | | | |
|--|-------------------------------------|----------------------------------|-------------------------------------|
| <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Alcoholism | <input type="checkbox"/> Cancer: | <input type="checkbox"/> Allergies: |
| <input type="checkbox"/> Heart Disease | <input type="checkbox"/> Seizures | _____ | _____ |
| <input type="checkbox"/> Arteriosclerosis | <input type="checkbox"/> Asthma | _____ | _____ |
| <input type="checkbox"/> Stroke | <input type="checkbox"/> Diabetes | _____ | _____ |

Occupational Stress (chemical, physical, psychological, etc.): _____

Do you exercise regularly? Y or N Please describe: _____

Comments (please list any other problems you would like to discuss): _____

Indicate Painful or Distressed Areas



What are Your Treatment Goals?

- Temporary relief of symptoms/pain control
- Eliminate root or cause of problem (if possible)
- Lessen/eliminate habits which caused the condition or made it worse
- Maintenance care (periodic balancing/tune-up to keep in good health)

On the following page, please check any boxes of symptoms you have had in the past 2 weeks.

Patient Name: _____

Date: _____

General

- Chills
- Fevers
- Sweat easily
- Night sweats
- Localized weakness
- Bleed or bruise easily
- Peculiar tastes or smells
- Strong thirst (cold / hot)
- Thirst, no desire to drink
- Fatigue
- Sudden energy drop
Time of day: _____
- Edema
Where: _____
- Poor sleeping
- Tremors
- Poor balance
- Cravings
- Change in appetite
- Poor appetite
- Weight change
Gain / Loss _____

Skin and Hair

- Rashes
 - Itching
 - Change in hair or skin
 - Ulcerations
 - Eczema
 - Oozing skin lesion
 - Hives
 - Pimples
 - Recent moles
 - Loss of hair
 - Dandruff
- Other hair or skin problems*

**Head, Eyes, Ears
Nose, and Throat**

- Dizziness
- Migraines
- Headaches
When: _____
Where: _____
- Facial pain
- Glasses
- Poor vision
- Night blindness
- Blurry vision

- Color blindness
 - Blind field
 - Spots in front of eyes
 - Eye pain
 - Eye strain
 - Cataracts
 - Eye Dryness
 - Excessive tearing
 - Discharge from eyes
 - Poor hearing
 - Ringing in ears
 - Earaches
 - Discharge from ear
 - Nose bleeds
 - Sinus congestion
 - Nasal drainage
 - Grinding teeth
 - Teeth problems
 - Jaw clicks
 - Concussions
 - Recurrent sore throats
 - Hoarseness
 - Sores on lips/tongue
- Other head / neck problems*

Cardiovascular

- High blood pressure
 - Low blood pressure
 - Chest discomfort/pain
 - Heart palpitations
 - Cold hands or feet
 - Swelling of hands
 - Swelling of feet
 - Blood clots
 - Fainting
 - Difficulty in breathing
- Other heart/blood vessel problems:* _____

Respiratory

- Cough
 - Asthma/wheezing
 - Difficulty in breathing when lying down
 - Phlegm *Color? _____*
 - Coughing blood
 - Pneumonia
 - Bronchitis
- Other lung problems:* _____

Gastrointestinal

- Bad breath
 - Nausea
 - Vomiting
 - Heartburn
 - Belching
 - Indigestion
 - Diarrhea
 - Constipation
 - Chronic laxative use
 - Blood in stools
 - Black stools
 - Abdominal pain/cramps
 - Gas
 - Rectal pain
 - Hemorrhoids
- Other stomach or intestinal problems:* _____

Genito-Urinary

- Pain on urination
 - Urgency to urinate
 - Frequent urination
 - Blood in urine
 - Decrease in flow
 - Dribbling
 - Kidney stones
 - Impotency
 - Change of sexual drive
 - Sores on genitals
- Do you wake to urinate?*
 Yes No

How often? _____
What color is your urine?

Other genital or urinary system problems? _____

**Pregnancy and
Gynecology**

of pregnancies: _____
of births: _____
premature births: _____
of miscarriages: _____
of abortions: _____
Age at first menses: _____
Length of full cycle: _____
Length of menses: _____
Last menses start date: _____

- Heavy periods
 - Light periods
 - Painful periods
 - Irregular periods
 - Changes in body/psyche prior to menstruation
 - Clots
 - Vaginal discharge:
Age: _____
Year: _____
 - Menopause:
Age: _____
Year: _____
 - Postcoital bleeding
 - Vaginal sores
 - Breast lumps
 - Nipple discharge
- Do you practice birth control?*
 Yes No
What type and for how long?

Musculoskeletal

- Neck pain
 - Shoulder pain
 - Back pain
 - Elbow pain
 - Hand/wrist pain
 - Hip pain
 - Knee pain
 - Foot/ankle pain
 - Muscle pain
 - Muscle weakness
- Other pain?* _____

Neuropsychological

- Seizures
 - Areas of numbness
 - Weakness
 - Sleep disorder
 - Concussion
 - Violence potential
 - Vertigo
 - Lack of coordination
 - Bad temper
 - Depression
 - Easily stressed
 - Loss of balance
 - Poor memory
 - Anxiety
 - Substance abuse
- Have you ever been treated for emotional problems?*
 Yes No

Patient Name: _____

Date: _____

Last Physical Date: _____ Doctor: _____ Results: _____

Habits Please indicate below: None, Light, Moderate, or Heavy. Please add comments where significant

	Excessive	Moderate	Minimal	None	
Alcohol:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coffee:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tea:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tobacco:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exercise:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sleep:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appetite:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Energy Level:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Medication:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vitamins:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Intake:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teeth problems:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drugs:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Salt Intake:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stress Level:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Diet Please give a general description of the food you eat during a "typical" day.

Morning:

Afternoon:

Evening:

Before bed:

Between meals:

Are you now, or have you ever been, on a restricted diet? Please describe the diet and give the start/stop dates:

.....
.....

What medicines have you taken within the last 2 months? (prescriptions, vitamins, over-the-counter drugs, herbs)

.....
.....

What allergies do you have? What reactions do you have to these chemicals, foods, etc?

.....
.....

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INSURANCE INTAKE FORM

PATIENT

Name _____ Date of Birth _____
Address _____ Phone (Home) _____
_____ Phone (Work) _____
Employer _____ Single _____ Married _____
Male _____ Female _____

PRIMARY PLAN INFORMATION

Plan Name _____ ID# _____
Address _____ Group # _____
_____ Phone # _____

Relationship To Insured

Self _____ Child _____
Spouse _____ Other _____

INSURED INFORMATION, IF OTHER THAN YOURSELF

Name _____
Address _____

SECONDARY INSURANCE INFORMATION

Plan Name _____ Date of Birth _____
Address _____ ID# or Claim # _____
_____ Adjuster's name _____
Phone # _____ Date of Injury _____
Name of Insured _____

I agree to the release of any medical information my health insurance may need in order to process payment. I assign some benefits to be paid to the above named provider in the event that my insurance coverage expires or denies payment.

I understand that I am personally responsible for all fees incurred unless other arrangements have been made.

Signature _____ Date _____

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HIPAA NOTICE OF PRIVACY PRACTICES

I keep medical records of the health care services I provide for you. You may ask to see and copy your records. You may ask to correct your records. Your records will be kept confidential unless you give me written permission to release them or I am required to do so by law. I will ask you to sign a consent form allowing me to use and disclose your health information for purposes of treatment, payment and healthcare operations in this office. You may see your records or get more information about them by contacting my office.

For more information about our privacy practices please inquire with me. By signing below, I acknowledge receipt of the Notice of Privacy Practices.

Signature of patient or legal representative

Date