Welcome to Union Center For Healing

Please take your time to fill out the paperwork and read each section carefully so you understand what we do and how we do it.

We will happily answer any questions you have before or during your appointment.

This packet includes:

Health Intake Questionnaire

Scope of Practice & Consent for Treatment

HIPAA Privacy Practices Acknowledgement Form
(The complete document can be found on our website or at our office)

Communication Consent

Late Cancellation & Missed Appointment Fee

Your Insurance Information
(If you would like to better understand your benefits for our services, we have an Insurance Verification Form on our website that you can use to contact your insurance provider).

Forms for you to keep:

Insurance Billing and Payment Information
(Please read)

Your First Visit

A Little bit about East Asian Medicine Practices

Parking And Directions
HEALTH INTAKE FORM

Please take the time to fill out this questionnaire carefully. The information you provide will assist me in formulating a complete health profile for you. All answers are confidential.

Date: _________________
Name: _____________________________________________ Date of Birth: ______________
Address: _____________________________________ City: ______________ State: _____ Zip: ___________
Is it ok to contact you via email? Yes: ______   No:______   Email: ___________________________________
Home Phone: ___________________ Work: _____________________ Cell: ___________________________
Gender: _______   Marital Status: ____________   Occupation: ______________________________________
Referred By: _________________   Emergency contact & phone#____________________________________
Primary Care Physician: ________________________________________ Phone #: _____________________
Are you currently/within the last year been under the care of your Primary Care Dr.?__________
What conditions? ___________________________________________________________________________

Describe your main concerns (Symptoms, onset, diagnoses, duration, etc.)
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

What makes your condition better? (rest, movement, heat, cold, fresh air, eating, crying, etc.)____________
__________________________________________________________________________________________

What makes your condition worse? (stress, fatigue, hunger, heat, certain foods, damp days etc.) ___________
__________________________________________________________________________________________

Any other related symptoms or other areas of tension? (headache, insomnia, nausea, etc.) ________________
__________________________________________________________________________________________

Trauma (emotional, physical), Surgeries, accidents, injuries, chronic illness: (please include date).
__________________________________________________________________________________________
Please indicate where your symptoms are occurring & indicate any pain, tenderness, burning, numbness, tingling, stiffness, swelling, bruising, open wounds, scars, etc.

Allergies/Intolerances: (Nuts, oils, food, chemical, environmental, drugs, etc.)

Medications: (names & dosages) Please attach an additional page if necessary.

Vitamins/Supplements/Herbs:

Exercise
Days per week          Length of workout          Type of Activity

Diet
Meals per day          Snacks          Caffeinated Drinks          Alcohol/week

A lot               Some               A little               None

Veggies/fruit
Meat/seafood
Eggs/nuts/beans
Dairy
Whole grains
White flour carbs
Sugar
Fried foods

Personal History
Please check any conditions you have now or have had in the past.

Arthritis          Liver/Gall Bladder Disease          Stroke          Heart Disease
High/Low Blood Pressure          Hypo/Hyperglycemia          Kidney Disease          Bleeding Disorder
Cancer          Diabetes          Allergies          Diverticulitis/IBS
Ulcer          Seizures/Epilepsy          Hepatitis          Raynaud’s Disease
Chronic Fatigue          Anemia          Thyroid Disorder          Multiple Sclerosis
Alcoholism          Pregnancy          Chronic Pain Condition          Whooping Cough/TB
Gastritis/Pancreatitis          Asthma          Infertility          Emphysema

Family Medical History
F (father), M (mother), S (sister), B (brother), GM (grandmother), GF (grandfather)

Diabetes ___          Seizures ___          Heart Disease ___          Stroke ___
High Blood Pressure ___          Allergies ___          Cancer ___          Asthma ___
Please take your time and **check** if you have had any of these items listed below in the last **year** or you feel they are a significant part of your medical history.

**General**
- Poor Appetite
- Chills
- Cravings
- Bleed/Bruise easily
- Muscle weakness/fatigue
- Poor Sleeping
- Night Sweats
- Localized Weakness
- Weight loss/gain
- Sudden energy drop
- Fatigue
- Sweats Easily
- Poor Balance
- Peculiar tastes/smells
- Prefer Hot or Cold drink
- Fevers
- Tremors
- Change in appetite
- Cold hands and feet

**Skin and Hair**
- Rashes
- Eczema/Psoriasis
- Skin discoloration
- Dermatitis
- Ulcerations
- Dandruff
- Acne
- Warts
- Hives/Allergic Dermatitis
- Itching
- Loss of hair
- Change in skin/hair texture
- Fungal Infection
- Recent moles
- Face flushing
- Weak or ridged nails

**Head, Eyes, Ears, Nose, Throat**
- Dizziness
- Eye Strain
- Color Blindness
- Ringing in ears
- Nose bleeds
- Sores on lips/tongue
- Difficult swallowing
- Eye pain
- Cataracts
- Poor hearing
- Recurrent sore throats/colds
- Dental problems
- Dry mouth
- Migraines
- Poor night vision
- Blurred vision
- Spots in front of eyes
- Grinding teeth
- Jaw clicks/locks/TMJ
- Headaches
- Glasses
- Night Blindness
- Earaches
- Sinus problems
- Facial pain
- Head other________

**Cardiovascular**
- Chest pain or pressure
- Cold hands/feet
- Shortness of breath
- Low blood pressure
- Irregular heart beat
- Swelling of hands/feet
- Varicose/spider veins
- Dry mouth
- Palpitations at rest
- Blood clots
- Pressure in chest
- Fainting
- Phlebitis
- High blood pressure

**Respiratory**
- Cough/Wheezing
- Pneumonia
- Difficulty breathing when lying down
- Coughing blood
- Pain with deep inhalation
- Asthma
- Tight sensation in chest
- Difficult inhale/exhale
- Excessive Production of phlegm

**Gastrointestinal**
- Frequency of Bowel Movements
  - Loose stools (>2 per day)
  - Dry
  - Soft
  - Mucous
  - Incomplete
  - Undigested Food
  - Diarrhea
  - Black stools
  - Rectal pain
  - Chronic laxative use
  - Loose stools (>2 per day)
  - Hernia
  - IBS/Crohn’s Disease
  - Constipation
  - Blood in stool
  - Hemorrhoids
  - Abdominal pain/cramps
  - Poor appetite

**Genito-Urinary**
- Pain on urination
- Unable to hold urine
- Impotence
- Premature ejaculation
- Nocturnal emission
- Night urination...
  - What time?______
  - How often?______
- Frequent urination
- Kidney stones
- Sores on genitals
- Decreased libido
- Pain in testicles
- Blood in urine
- Scanty flow
- Urinary tract infection
- Prostatitis
- Herpes
- Urgent urination
- Copious flow
- Burning urination
- Dribbling after urination
- Infections
- Excessive libido
Gynecological/Reproductive
- Difficult/Painful intercourse
- Vaginal dryness
- Vaginal sores
- Vaginal discharge
- Infertility
- Irregular menstruation
- Ovarian cysts
- Endometriosis
- Uterine Fibroids
- Fibrocystic breast tissue
- Polycystic Ovarian Disease
- PMS
- Painful menstruation
- Age of first menses
- Date of last menses
- Date of last PAP/Pelvic
- Number of pregnancies
- Number of ectopic pregnancies
- Number of live births
- Number of miscarriages

Type of birth control? ___________________________ How long? ___________________________

Musculoskeletal
- Neck pain
- Shoulder pain
- Knee pain
- Sprains/Strains
- Hip pain
- Muscle pain
- Back pain
- Low___ Middle___ Upper___
- Hand/wrist pain
- Sciatica
- Muscle weakness
- Bursitis
- Carpal Tunnel
- Foot/ankle pain
- Tendonitis
- Rotator Cuff
- Sprains/Strains
- Sciatica
- Muscle weakness
- Bursitis
- Carpal Tunnel
- Foot/ankle pain
- Tendonitis
- Rotator Cuff

Neuropsychological
- Seizures
- Loss of balance
- Anxiety/Panic attacks
- Bad temper
- Nervousness
- ADD/ADHD
- Numbness
- Tics
- Vertigo/Dizziness
- Easily susceptible to stress
- Manic Depression
- Irritable
- Areas of numbness
- Seasonal Affective Disorder

Have you ever been treated for emotional problems? _______, Substance Abuse? _______, Suicide? _______

Patient Notification of Qualifications, Scope of Practice & Treatment Consent Form

WA state law requires the East Asian medicine practitioners to inform the public of the practitioners’ scope of practice and qualifications. (18.06.130 RCW) The practitioner must give it to each patient in writing prior to or at the time of the initial patient visit. (246-803-300 WAC).

Our qualifications include the following education and license information:

- Roxane Geller: 2001, EAMP, Bastyr University. License: AC 1869
- Victoria Summerquist: 2001, EAMP, Bastyr University. License: AC 0798
- Kate Chilson: 2003, EAMP Northwest Institute of Oriental Medicine. License: AC 2310
- Samara White, EAMP, Seattle Institute of Oriental Medicine. License AC 60503724
- Robin Anderson EAMP: 2015, American College of TCM. License AC 60707201

The scope of practice for an East Asian medicine practitioner in the state of Washington includes the following: (a) Acupuncture, including the use of acupuncture needles or lancets to directly or indirectly stimulate acupuncture points and meridians; (b) of electrical, mechanical, or magnetic devices to stimulate acupuncture points and meridians; (c) Moxibustion; (d) Acupressure; (e) Cupping; (f) Dermal friction technique; (g) Infra-red; (h) Sonopuncture; i) Laserpuncture; j) Point injection therapy (aquapuncture); and (k) Dietary advice and health education based on East Asian medical theory, including the recommendation and sale of herbs, vitamins, minerals, and dietary and nutritional supplements; (l) Breathing, relaxation, and East Asian exercise techniques; (m) Qi gong; (n) East Asian massage and Tui na, which is a method of East Asian bodywork, characterized by the kneading, pressing, rolling, shaking, and stretching of the body and does not include spinal manipulation; and (o) Superficial heat and cold therapies.

The patient must inform the East Asian medicine practitioner if the patient has a severe bleeding disorder, is pregnant, or has a pace maker prior to any treatment.

Potential risks include, but not limited to, temporary pain, bruising, swelling, bleeding, numbness and tingling, and soreness at the needling site that may last a few days. Unusual risks of acupuncture
include broken needle, dizziness, fainting or nerve damage. Infection is possible, although the clinic uses alcohol and sterile disposable needles and maintains a safe and clean environment.

**Potential risks** of moxibustion health therapy are burns, blistering, or scarring. **Potential risks** of cupping and gua sha, or spooning bruising, redness, or blistering, lasting a few days. I fully understand that there is no implied or stated guarantee of success or effectiveness of a specific treatment or series of treatments.

I will notify the acupuncturist should I become pregnant or if I am in the process of trying to get pregnant so that my practitioner can avoid points and herbs that could induce miscarriage. I understand that herbal and nutritional supplements recommended to me by my acupuncturist are safe in the recommended doses. Large doses of herbs taken without my practitioner’s recommendation may be toxic, and some herbs are inappropriate during pregnancy. Some possible side effects of herbs are nausea, gas, stomachache, vomiting, headache, diarrhea, rashes, hives and tingling of the tongue. I understand that I must stop taking any herbs and notify my acupuncturist as soon as I experience any discomfort or adverse reactions.

I understand that my acupuncturist may review my medical records and lab reports, but all my records will be kept confidential. If it becomes necessary to share my health information, this will be handled in accordance with the stipulations detailed in the Notice of Privacy Practices document that has been provided to me, and of which I have acknowledged receipt.

I have been informed that I have a right to refuse any form of treatment. I have read, or have had read to me the above consent. I have also had an opportunity to ask questions about its content, and by signing below I agree to the above-named procedures. I also understand there is always a possibility of an unexpected complication and I understand that no guarantee can be made concerning the results of treatment. I intend this consent form to cover the entire course of treatment for my present condition and for any future condition(s) for which I seek treatment. _______(initial)

Printed Name_____________________________Signature _______________________ Date__________
(Of patient, parent or representative)

**HIPAA Privacy Practices Acknowledgement Form**

Due to new HIPAA compliance statutes, we as a healthcare provider are required to provide you with a Notice of Privacy Practices that describes your rights as a patient and must document that every patient or client has read and received it. The form is found on our website and is available at our center for you to read and take home with you. By Signing below, I acknowledge the receipt of the Notice of Privacy Practices at Union Center For Healing Integral, PLLC.

Printed Name____________________________Signature _______________________ Date__________
(Of patient, parent or representative)

**Communication Consent**

We are required (UCFH and the individual provider) to have your consent to communicate via Email, Fullslate (online scheduling), Acusimple, and Text. At this time the emails, text and Fullslate are not encrypted. We are able to communicate with you by each of these forms but need your consent to do so. If you have sensitive health care information you wish to share through email, contact your provider first so we can send an encrypted message.

I consent to communicate by email, text, and Fullslate: Yes ________ No _______
Late Cancellation & Missed Appointment Agreement

Please provide 24 hours advance notice of any changes or cancellations unless due to illness or injury. Our fee for appointments that are missed/rescheduled/cancelled with less than 24 hours notice is $40 for Acupuncture and $50 for Facial Rejuvenation and all Massage Services.

Signature: _________________________________ Date:___________

Your Insurance Information

Coverage is not guaranteed and needs to be verified with your health plan. Although acupuncture is generally a covered service, it is only covered for certain conditions. Our website has an insurance verification form that you can use to contact your insurance to get more information on your benefits.

Name ________________________________ Date of birth __________
Employer _____________________________ Single ____ Married ___

PRIMARY INSURANCE: Insurance Name: ______________________
Subscriber ID #(include letters) ____________________________ Group # ______________________
Relationship to insured: Self ____ Spouse/DP ____ Child ____ Other____

PLEASE FILL OUT INFORMATION BELOW IF YOU DID NOT CHECK SELF:
Name on plan if not self ____________________________ Date of Birth __________
Address (if other than yours) _______________________________________________
Employer ________________________________ Phone # ______________________

If your primary insurance does not cover acupuncture or massage but you have secondary insurance that does. We will be glad to provide you with a superbill for you to submit for reimbursement from your insurance company.

MOTOR VEHICLE (PIP) OR L & I:
Claim #________________________________ Company Name __________________________________
Billing Address: ___________________________________________________________________________
Contact Name _____________________________ Phone number_______________________________
Date of Injury ____________________ Name of insured _________________________________________
Attorney Name, Address and Phone _________________________________________________________

PLEASE READ AND SIGN:
In the event that my insurance coverage expires or denies payment, I understand that I am personally, fully responsible for all fees incurred. I agree to release any medical information my insurance company, adjustor, or the attorney involved in my case may need in order to process payment. I assign some benefits to be paid to the above named provider.

Signature _______________________________________________ Date _________
Insurance Billing & Payment Information
Please take your time to read and sign below

We want you to experience your time here with minimal effort. The following information will help you become familiar with the insurance process, referrals, and Evicore. As we are a small complementary care clinic, we do not have a full time office manager. Take a moment to look online and verify your benefits and coverage.

YOUR PART:
• Confirm that your insurance covers Acupuncture or Massage, and if you need to obtain any physician referral or prescription prior to your first appointment. An insurance benefit verification form is provided on our website for your convenience.
• Confirm that your insurance plan covers the condition(s) or diagnosis for which you would like to be seen; most plans only cover certain conditions.
• Confirm the number of appointments your insurance plan allows. Keep track of this number.
• Please know the contract is between you and your insurance carrier and you are fully responsible for any amount that they do not pay. Our office does not guarantee that your insurance will pay.
• Keep track of your Evicore visits and expiration dates (some Premera and Regence plans only). Notify us prior to your visit if you need prior authorization on all follow up visits.

MASSAGE Prescriptions/Referrals: Prescriptions are needed for massage prior to the first date of service. Insurance will not cover visits without a prescription. The following information is required: Start & end dates, pain related diagnoses, number of visits, & referring doctor. Most plans only cover specific pain related conditions. Find out what is covered under your plan to be sure the condition you want treated is covered.

BILLING: Claims are submitted within 7 business days and usually processed by insurance within 30 days. If we are contracted with your plan, we agree to be paid the contracted rate, which is a set amount. Your financial obligation is the copay, co-insurance, or deductible. For your deductible, you only pay the contracted rate. Codes billed: Acupuncture codes billed on your first visit include (99201-99203) and the standard 97810/97811 (1-2 units), or 97813/97814. On some return visits you may also see 99212 which indicates a new condition or further evaluation. Massage is coded 97124 or 97140.

QUESTIONS about balances/claims: All calls will be returned within 2 business days. Emailing our center may result in a more timely response. Admin@unioncenterforhealing.com. Checking claims online will provide details about any denied visits and may answer your questions more quickly.

EVICORE: If your plan contracts with Evicore, we are required to obtain prior authorization. Currently some Premera (Massage) and Regence (Massage and Acupuncture) plans contract with Evicore. We only have 7 days to obtain authorization on a visit. If we do not receive your insurance information and referral (massage only) in time we will not be able to obtain approval for the visits. If Evicore denies your visits you may appeal to your plan directly. As we have online booking, you will need to notify our office if you are coming in so we can obtain approval if you need additional visits covered.

I understand the information above and what I need to provide for insurance processing.
Signature:______________________________ Date:________________
Your First Visit
Patient Handout to Keep

Your first visit will last approximately 90-120 minutes. We will discuss, in detail, your concerns and goals great and small. Since Chinese medicine is a holistic practice, we will ask about the well-being of the different parts of you. After we discuss your concerns, we will feel your pulse, look at your tongue, and perhaps palpate on your abdomen. The pulse, in Chinese medicine, helps tell us about the energy flow in your body. If you are coming in for a pain condition, we may do a little massage, cupping, or moxibustion, in addition to the acupuncture.

Please be sure that you are not hungry when you come in. Try to eat 1-2 hours before receiving acupuncture. If you can, wear loose, comfortable clothing.

All return visits last 50-60 minutes. If you have any questions or concerns please just let us know. Acupuncture is generally very relaxing and gives you a feeling a calm. Enjoy!

A Little Bit About East Asian Medicine

Chinese medicine, now referred to as East Asian Medicine, is an ancient healing art that has been practiced in China for over 2,500 years. Chinese medicine includes acupuncture, moxibustion, Chinese herbal therapy, dietary recommendations, tui-na (massage), cupping, and lifestyle counseling. Acupuncture is the insertion of fine needles into an acupuncture point along an energetic pathway on the body. The function of acupuncture is to regulate and balance the flow of vital energy (Qi) and blood in the body to harmonize the physical, emotional, mental and spiritual health of an individual.

A practitioner of Chinese medicine diagnoses by examining the relative harmony within the body, mind and spirit. Diagnosis is made by examining how the organs are working on its own and relative to one another. Chinese medicine has evolved from its inception thousands of years ago prior to the modern invention of microscopes and the discovery of cells or the understanding of anatomical structure and physiological processes. Its theories are based on observations in nature and the cycles of life. The practitioner discusses signs and symptoms with the patient, areas of excess and deficiency in the organ system, looks for areas of heat and cold, and evaluates the body fluids.

In modern terms, acupuncture has been shown to stimulate our body’s own healing system. Many modern health concerns such as chronic pain, chronic immune dysfunction, endocrine dysfunction and pain may be caused by the breakdown of the body’s ability to function. This may happen through poor lifestyle choices, environmental factors, stress, and infection. Acupuncture has been shown to stimulate the body’s own healing system to help fight the imbalance. For example, acupuncture stimulates the nervous system which in turn stimulates areas of the brain, spinal cord and muscles to mitigate the pain pathway, the release of hormones or other chemicals in the body to promote healing and balance.

The World Health Organization recognizes over 40 conditions where acupuncture is considered an appropriate treatment. Chinese medicine can strengthen the immune system, increase circulation, regulate hormones, increase energy and reduce stress.

Components of Chinese medicine:
- Treating the body, mind and spirit as one, treating the whole individual.
- Treating the root cause of the disease to stimulate the body’s own natural healing systems.
- Promoting the maximum potential for health and well-being of the individual through lifestyle counseling and planning.

Training and Licensure:
Acupuncturists in California have been licensed since 1976. Standards of practice are governed by the NCCAOM. In Washington State, practitioners earn a Master’s degree with over 3,000 hours of training.
Map and Parking

Union Center For Healing
2100 East Union Street
Seattle, Washington 98122

For written directions and tips on getting here and avoiding downtown, please see our website:

http://unioncenterforhealing.com/yourfirstvisit/directions.html

We have plenty of off street parking right in front!