Dr. Shane Cowan, D.C.
Phone: (214) 491-4944 Fax: (214) 491-4945
1824 W. Virginia St., McKinney, Texas 75069

WELCOME

New Patient Paperwork

About You	
Sex:	☐ Male ☐ Female
Legal First Name	
Middle Name	
Legal Last Name	
Nickname	
Address	
City, State, Zip	
Social Security #	
Date of Birth	
Email	
Home #:	
Cell #:	
Cell Phone Carrier	
(we need your cell phone carrier so our system can give you a reminder call)	
Preferred Contact:	☐ Text ☐ Email
Marital Status	☐ Single ☐ Married
Spouse Name & #	

Employment	
Employer:	
Occupation:	
Work #:	

Do you have or experience any of the following?		
☐ Headaches	☐ Dizziness	☐ Heart Trouble
☐ Sinus Pain	☐ Fainting	☐ Intestinal Gas
☐ Hay fever	☐ Ringing in Ears	☐ Low Back Pain
☐ Numbness/Tingling	☐ Mid Back Pain	☐ Stress
☐ Muscle Spasms	☐ Fatigue	☐ Pins & Needles
☐ Thyroid Trouble	☐ Diabetes	☐ Pinched Nerve
☐ Slipped Disc	☐ Nervous Stomach	☐ Constipation
☐ Neck Pain	☐ Irregular Sleep	☐ Menstrual Irregularity
☐ Depression	☐ Arthritis	☐ Leg / Feet Pain
☐ Liver Trouble	☐ High Blood Pressure	
☐ Cold Hands	☐ Gallbladder Trouble	

Medical Questions	
Have you ever received Chiropractic care before?	☐ Yes ☐ No
Is it possible you are pregnant?	☐ Yes ☐ No

How did you hear about our clinic?	
Friend/Family Member name who referred you?	

Are you here because of a auto accident?	☐ Yes ☐ No
If yes, do you have an attorney?	☐ Yes ☐ No

Are you here because of a work accident?	☐ Yes ☐ No
If yes, do you have an attorney?	☐ Yes ☐ No

What is your chief complaint?	
Known Allergies	
Previous Surgeries	
Current Medications:	

Patient Signature **Date**

McKinney Spine & Wellness
1824 W. Virginia St., McKinney, Texas 75069

Assignment of Benefits: Assignment of Cause of Action: Contractual Lien

The undersigned patient and/or responsible party, in consideration of treatment rendered or to be rendered and for deferred payment, irrevocably and exclusively assigns, grants and conveys, to Shane T. Cowan, D.C., a lien and assignment of any and all claims, causes of action, and right to any proceeds and/or benefits, including any Personal Injury Protection proceeds and/or benefits that the patient may have against any other person, entity, and/or insurance company for reimbursement and/or payment of the medical charges incurred with all the following rights, power, and authority:

RELEASE OF INFORMATION: You are authorized to release information concerning my condition and treatment to my insurance company, attorney or insurance adjuster for purposes of processing my claim for benefits and payment for services rendered to me.

IRREVOCABLE ASSIGNMENT OF RIGHTS: You are assigned the exclusive, irrevocable right to any cause of action that exists in my favor against any insurance company for the terms of the policy, including the exclusive, irrevocable right to receive payment for such services, make demand in my name for payment, and prosecute and receive penalties, interest, court cost, or other legally compensable amounts owned by an insurance company in accordance with Article 21.55 of the Texas Insurance Code to cooperate, provide information as needed, and appear as needed, wherever to assist in the prosecution of such claims for benefits upon request. A letter of protection issued by an attorney's office will not negate this assignment.

DEMAND FOR PAYMENT: To any insurance company providing benefits of any kind to me/us for treatment rendered by the physician/facility named above within 5 days following your receipt of such bill for services to the extent of such bills are payable under the terms of the policy. This demand specifically conforms to Sec. 542.057 of the Texas Insurance Code, and Article 21.55 of the Texas Insurance Code, providing for attorney fees, 18% penalty, court cost, and interest from judgment, upon violation. I further instruct my carrier to make all checks payable to McKinney Spine & Wellness, and send to 1824 W. Virginia St, McKinney, TX, 75069. I instruct my attorney to provide on request to the above named provider, a settlement breakdown in accordance with the Safekeeping Property Rule, Sec. 1.15.

THIRD PARTY LIABILITY: If my injuries are the result of negligence from a third party, then I instruct the liability carrier to issue a separate draft to pay in full all services rendered, payable directly to McKinney Spine & Wellness, and to send any and all checks to 1824 W. Virginia St, McKinney, TX, 75069.

STATUTE OF LIMITATIONS: I waive my rights to claim any statute of limitations regarding claims for services rendered or to be rendered by the physician/facility named above, in addition to reasonable cost of collection, including attorney fees and court cost incurred.

LIMITED POWER OF ATTORNEY: I hereby grant to the physician/facility named above power to endorse my name upon any checks, drafts, or other negotiable instrument representing payment from any insurance company representing payment for treatment and healthcare rendered by the physician/facility named above. I agree that any insurance payment representing an amount in excess of the charges for treatment rendered will be credited to my/our account or forwarded to my/our address upon request in writing to the physician/facility named above.

REJECTION IN WRITING: I hereby authorize the physician/clinic named above to establish a PIP or UM/UIM claim on my behalf. I also instruct my insurance carrier to provide upon request to the provider/clinic named above, any rejections in writing as they apply to my lack of PIP or UM/UIM coverage. I allege that electronic signatures are not adequate proof of rejection, and are invalid to establish rejection, and instruct my carrier to provide only copies of my original signature regarding rejection as evidence of rejection of PIP or UM/UIM.

TERMINATION OF CARE: I hereby acknowledge and understand that if I do not keep appointments as recommended to me by my caring doctor at this clinic, he/she has full and complete right to terminate responsibility for my care and relinquish any disability granted me within a reasonable period of time. If during the course of my care, my insurance company requires me to take an examination from any other doctor, I will notify this physician/facility immediately. I understand the failure to do so may jeopardize my case.

Signature of Patient and/or Responsible Parties:
I declare under penalty of perjury that the forgoing is true and correct. [CPRC: Sec. 132.001(a)]

_____	_____	Date: _____
Printed Patient Name	Signature of Patient	
_____	_____	Date: _____
Printed Doctor Name	Doctor Signature	

Dr. Shane Cowan, D.C.
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HIPAA

Regarding the Use & Disclosure of Protected Health Information

I understand that some of my health information may be used and/or disclosed by the Office to carry out treatment, payment, or health care operations, and that for a more complete description of such uses and disclosures; I should refer to the Office's privacy notice entitled, Our Privacy Practices. I understand that I may review this privacy notice at any time prior to signing this form. I understand that over time the Office's privacy practices may need to change in accordance with law and that if I wish to obtain a copy of the notice as revised, I can call the Office to request such copy. I understand that I may request restrictions on how my information is used or disclosed to carry out treatment, payment, or health care operations, and that I can also revoke this Consent in, but only to the extent that the Office has not taken action in reliance thereon and also provided that I do so in writing. I understand that for my protection, any requests to amend my health information or to access my medical records must be made in writing.

.

Printed Patient Name: _____ **Date:** _____

Signature of Patient: _____

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CONSENT FOR TREATMENT

Chiropractic is an art as well as a science. At McKinney Spine & Wellness, the doctor and staff will do everything necessary to ensure your experience here is a pleasant one. As part of your treatment, we want to make our patients aware of possible risks associated with a chiropractic adjustment. A chiropractic adjustment corrects vertebral subluxations. A subluxation is a misalignment of vertebral bones, which causes an abnormal alteration in the vertebral column. This abnormal alteration may result in a various amount of symptoms. A chiropractor corrects vertebral subluxations by employing various adjustment techniques. As with any health procedure, an amount of risk is associated with such procedures. In chiropractic such risks associated with an adjustment may include but are not limited to:

1. Stroke or stroke-like conditions.
2. Disc protrusion/rupture.
3. Muscle, ligament, or tendon sprain/strain.
4. Rib fracture or pathological fracture.
5. Burns related to the use of ultrasound or electrotherapy equipment.

Please be assured that the staff and doctors here at McKinney Spine & Wellness will do all necessary including examination, x-ray, and other diagnostic procedures, to ensure that your condition will not predispose you to the above mentioned conditions.

I, the undersigned, have read and understood the risks involved in the chiropractic adjustment and related chiropractic treatment

Printed Patient Name: _____ **Date:** _____

Signature of Patient: _____

Dr Shane Cowan
1824 W. Virginia St. McKinney, TX 75069
P: 214.491.4944 F: 214.491.4945

Massage Cancellation Policy

When you schedule a massage, it is your responsibility to make your scheduled time. We will make every attempt to remind you via phone the business day before your appointment.

Effective September 1, 2020: There will be a $20 fee for thirty-minute massages, $40 fee for hour massages, and $60 fee for hour and a half massages that are cancelled the same day of your massage appointment.

Please provide your debit/credit card information below for us to have on file.

_____ _____ _____
Credit Card Number Exp. Date CVV

_____ _____
Billing Address Billing Zip-Code

_____ _____
Printed Patient Name Patient Signature

_____
Date

Dr. Shane Cowan, D.C.
Phone: (214) 491-4944 Fax (214)491-4945 McKinneySpine@Gmail.com
1824 W. Virginia St., McKinney, Texas 75069

*******Please Fax or Email Records as soon as possible.***

Medical Release of Records

Print Patient Name: _____

Requesting Records From:

Fax: _____-_____-_____
Clinic Name: _____
Dr. Name: _____
Phone: _____-_____-_____

_____
Patient Signature

To Whom It May Concern,

We are writing your office to obtain the all medical records pertaining to the above listed patient. It is imperative that we receive these in a timely manner so the doctor can review records before a treatment plan is created for the patient.

Please email this letter back with the medical notes to our office at **MckinneySpine@Gmail.com**. Or fax to **214.491.4945**

Should there be any questions, please do not hesitate to contact our office.

Best Regards,

Shane Cowan

Medical Information Release Form

(HIPAA Release Form)

Name: _____ **Date of Birth:** ____/____/____

Release of Information

[ ] I authorize the release of information including the diagnosis, records; examination rendered to me and claims information. This information may be released to:

[ ] Spouse_____

[ ] Child(ren)_____

[ ] Other_____

[ ] Information is not to be released to anyone.

This ***Release of Information*** will remain in effect until terminated by me in writing.

Messages

Please call [ ] my home [ ] my work [ ] my cell Number:_____

If unable to reach me:

[ ] you may leave a detailed message

[ ] please leave a message asking me to return your call

[ ] _____

The best time to reach me is (*day*)_____ between (*time*)_____

Signed: _____ Date: ____/____/_____

Witness:_____ Date: ___/____/_____

McKinney Spine & Wellness

$40 New Patient Special

Included in this package:

First Initial Visit:

- *Consultation with Dr.Cowan*
- *X-rays (if needed)*
- *Brief Review of X-ray*
- *Therapy*

Second Visit:

- Report of Exam/ X-ray Findings
- Adjustment with Dr.Cowan

If you are interested in massages the price is as follows:

(we have to have the massage cancellation signed in order to schedule massages),

$65 for 30 minutes (includes Therapy and adjustment in our office)

$85 for 60 minutes (includes Therapy and adjustment in our office)

$110 for 90 minutes (includes Therapy and adjustment in our office)

_____ _____

Print Patient Name (First and Last) **Date**

_____

Patient Signature

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AUTO ACCIDENT

Date & Time of Accident: _____ □ a.m. □ p.m.
Were you the: □ Drive □ Front Passenger □ Rear Passenger
Number of people in accident vehicle? _____
Did the police come to the accident site?..... . □ Yes □ No
Was a police report filed? ....□ Yes □ No
Were there any witnesses? .....□ Yes □ No
Were you wearing your seat belt? .....□ Yes □ No
Was this vehicle equipped with airbags?..... □ Yes □ No
If yes, did they inflate?..... □ Yes □ No
What did your vehicle impact? □ Another vehicle □ Other
If other, explain: _____
Did any part of your body strike anything in the vehicle?
□ Yes □ No
If yes, please describe: _____
_____
Make & Model of the vehicle you were occupying?
_____
What was the approx. speed of your vehicle? _____
Did the impact to your vehicle come from the:
□ Front □ Rear □ Right Side □ Left Side □ Other
During impact, you were facing: □ Right □ Left □ Forward
Were you: □ Aware □ Surprised by Impact
If accident vehicle made impact with another vehicle.....
...Make& Model of the other vehicle? _____

In your words please describe the accident

_____
_____
_____
_____
_____

RECOVERY

How many hours are in your normal work day? _____

Please indicate your daily job duties and any activities which you are occasionally asked to perform.

□ Standing	□ Driving	□ Operating Equipment
□ Sitting	□ Twisting	□ Work with arms above head
□ Walking	□ Crawling	□ Typing
□ Lifting	□ Bending	□ Stooping

AFTER INJURY

Did accident render you unconscious? □ Yes □ No
If yes, for how long? _____
Please describe how you felt immediately after the accident:
_____
_____
Have you gone to a Hospital or seen any other Doctor?
□ Yes □ No
When did you go?
□ Just after accident □ next day □ 2+ days
How did you get there?
□ Ambulance □ Private Transportation
Name of Hospital and/or Attending Doctor:
_____
Describe treatment you received: _____
_____
Were X-rays taken?..... □ Yes □ No
Was medication prescribed? .....□ Yes □ No
Have you been able to work since this injury?.. □ Yes □ No
Are your work activities restricted as a result of this injury?
□ Yes □ No

Indicate the symptoms that are a result of this accident:

□ Dizziness	□ Difficulty sleeping	□ Jaw Problems
□ Memory loss	□ Arms/Shoulder Pain	□ Irritability
□ Headaches	□ Numb Hands/Fingers	□ Fatigue
□ Blurred vision	□ Tension	□ Chest Pain
□ Buzzing in ear	□ Shortness of Breath	□ Neck Pain
□ Ears Ringing	□ Neck Stiff	□ Upset Stomach
□ Nausea	□ Lower Back Pain	□ Back Stiffness
□ Back Pain	□ Leg Pain	□ Numb Feet/Toes

Please list daily activities that have become painful / difficult since your accident: _____
_____
_____
_____

_____
Print Patient Name

_____
Patient Signature

_____
Date

Insurance Verification Sheet

Patient Name _____ **Date of Accident:** _____

Was a Police Report Filed? **YES or NO**

ATTORNEY

Attorney Office / Name : _____

Phone: _____ Fax: _____

Address: _____

Do you have HEALTH INSURANCE? (Circle) YES or NO

Insurance Company: _____

ID / Member #: _____ Group #: _____

PATIENT'S AUTO INSURANCE

Claim #: _____ _____ Whose Auto Policy is this? _____

_

Insurance Company: _____ Policy #: _____

Adjuster Name: _____ Adjuster Phone #: _____

Adjuster Email: _____

Did you file an accident claim on this policy? **YES or NO**

Do you have (PIP) Personal Injury Protection? **YES or NO**

Do you have MedPay? **YES or NO** Do you have Uninsured Motorist Protection? **YES or NO**

OTHER PERSON AT FAULT - AUTO INSURANCE

Insurance Company: _____ Phone: _____

Policy #: _____ Claim #: _____

Adjuster Name: _____ Phone: _____

Adjuster Email: _____

APPLICATION FOR BENEFITS – PERSONAL INJURY PROTECTION

DATE	OUR POLICYHOLDER	DATE OF ACCIDENT	CLAIM NO.

TO ENABLE US TO DETERMINE IF YOU ARE ENTITLED TO BENEFITS UNDER THE PERSONAL INJURY PROTECTION AND/OR NO-FAULT LAW, PLEASE COMPLETE THIS FORM AND RETURN IT PROMPTLY.

YOUR NAME AND ADDRESS:

PHONE NUMBER: (H) (W) | DATE OF BIRTH: | SSN:

DATE, TIME AND PLACE OF ACCIDENT:

DESCRIPTION OF ACCIDENT AND VEHICLES INVOLVED:

AT THE TIME OF THE ACCIDENT:

WERE YOU THE DRIVER OF OUR POLICYHOLDER'S CAR?	☐ YES	☐ NO
WERE YOU A PASSENGER IN OUR POLICYHOLDER'S CAR?	☐ YES	☐ NO
WERE YOU A PEDESTRIAN?	☐ YES	☐ NO
WERE YOU THE DRIVER OF A CAR OTHER THAN OUR POLICYHOLDER'S?	☐ YES	☐ NO

ARE YOU A MEMBER OF OUR POLICYHOLDER'S HOUSEHOLD? ☐ YES ☐ NO IF YES, WHAT IS YOUR RELATIONSHIP?

AS A RESULT OF THIS ACCIDENT, WERE YOU INJURED? ☐ YES ☐ NO IF YES, COMPLETE THE REST OF THIS FORM. IF NO, SIGN HERE AND RETURN THIS FORM TO US.

SIGNATURE: DATE:

DESCRIBE YOUR INJURY:

DID A DOCTOR TREAT YOU? ☐ YES ☐ NO	DOCTOR'S NAME AND ADDRESS:
IF YOU WERE TREATED IN A HOSPITAL, WERE YOU AN ☐ IN-PATIENT ☐ OUT-PATIENT	HOSPITAL'S NAME AND ADDRESS:

HAVE YOU EVER HAD THE SAME OR A SIMILAR CONDITION? ☐ YES ☐ NO IF YES, STATE WHEN AND DESCRIBE:

IS CONDITION SOLELY A RESULT OF THIS ACCIDENT? ☐ YES ☐ NO IF NO, EXPLAIN:

AMOUNT OF MEDICAL BILLS TO DATE:	WILL YOU HAVE MORE MEDICAL EXPENSES? ☐ YES ☐ NO	WERE YOU IN THE COURSE OF YOUR EMPLOYMENT? ☐ YES ☐ NO
DID YOU LOSE WAGES AS A RESULT OF YOUR INJURY? ☐ YES ☐ NO	IF YES, AMOUNT LOST TO DATE:	WHAT IS YOUR AVERAGE WEEKLY WAGE OR SALARY?

DATE DISABILITY FROM WORK BEGAN: DATE YOU RETURNED TO WORK:

HAVE YOU RECEIVED, OR ARE YOU ELIGIBLE FOR, BENEFITS UNDER

ANY WORKER'S COMPENSATION LAW?	☐ YES	☐ NO	IF YES, AMOUNT (CHOOSE ONE):
EMPLOYMENT BY U.S GOVERNMENT?	☐ YES	☐ NO	PER WEEK _____
MILITARY SERVICE?	☐ YES	☐ NO	PER MONTH _____

SEE REVERSE SIDE

NAME AND ADDRESS OF YOUR PRESENT EMPLOYER WITH YOUR OCCUPATION AND DATES OF EMPLOYMENT:
AS A RESULT OF YOUR INJURY HAVE YOU HAD ANY OTHER EXPENSES? ☐ YES ☐ NO IF YES, EXPLAIN:

SIGNATURE_____ DATE_____

IMPORTANT - TO BE ELIGIBLE FOR BENEFITS:

1. COMPLETE AND SIGN THIS APPLICATION.
2. SIGN THE INCLUDED AUTHORIZATION.
3. RETURN PROMPTLY WITH ANY MEDICAL BILLS YOU HAVE RECEIVED TO DATE.

Texas law requires the following to appear on this form.
"Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison."