

OAK BROOK BEHAVIORAL HEALTH

Health Information Practices

This notice describes how information about you may be used and disclosed and how you can get access to that information. Please review carefully.

Your Health Information Rights

Although your health record is the physical property of the healthcare practitioner or facility that compiled it, the information belongs to you. You have the right to:

- request a restriction on certain uses and disclosures of your information as provided by 45 CFR 164.522
- obtain a paper copy of the notice of information practices upon request
- inspect and copy your health record as provided for 45 CFR 164.524
- amend your health record as provided in 45 CFR 164.528
- obtain an accounting of disclosures of your health information as provided in 45 CFR 164.528, one free in a 12 month period
- request communications of your health information by alternative means or at alternative locations
- revoke your authorization to use or disclose health information except to the extent that action has already been taken

Our Responsibilities

Oak Brook Behavioral Health is required to:

- maintain the privacy of your health information
- provide you with notice as to your legal duties and privacy practices with respect to information we collect and maintain about you
- abide by the terms of this notice
- notify you if we are unable to agree to a requested restriction
- accommodate reasonable requests you may have to communicate health information by alternative means or at alternative locations

We reserve the right to change our practices and make the new provisions effective for all protected health information we maintain. Should our information practices change, we will post a revised notice.

We will not use or disclose your health information without your authorization, except as described in this notice.

For More Information or To Report a Problem

If you have questions and would like additional information, you may contact the Office Manager by phone at 630-424-0652 ext. 111, or by mail at: Oak Brook Behavioral Health, 2803 Butterfield Rd., Suite 200, Oak Brook, IL 60523. There will be no retaliation for filing a complaint. For more information you may contact the Secretary of Health and Human Services at Region V, Office for Civil Rights, U.S. Dept. of Health and Human Services, 233 N. Michigan Ave., Suite 240, Chicago, IL 60601.

OAK BROOK BEHAVIORAL HEALTH

My signature below indicates that I have been provided with a copy of the notice of privacy practices.

Signature of Patient or Legal Representative

Date

Printed last name _____

If signed by a legal representative, relationship to patient. _____

Last name of patient if different from signer _____

OAK BROOK BEHAVIORAL HEALTH
2803 Butterfield Rd., Suite 200, Oak Brook, IL 60523
(630) 424-9204 Children Svcs. and (630) 424-0652 Adult Svcs.
REGISTRATION

PATIENT'S LAST NAME _____ FIRST NAME _____ MI _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____
HOME PHONE _____ Date of Birth _____
Soc. Sec. # father _____ Soc. Sec. # mother _____
Soc. Sec. # Patient (when patient is an adult) _____

CONSENT FOR DIAGNOSIS AND TREATMENT

This authorizes Oak Brook Behavioral Health to provide psychiatric/neuropsychological and psychological evaluation. I understand that I have the right to revoke this consent at any time. I agree to communication with my primary care physician.

AUTHORIZATION FOR RELEASE OF INFORMATION TO PRIMARY and/or SECONDARY INSURANCE

I authorize Oak Brook Behavioral Health to release verbal and written information to the primary and/or secondary insurance that I have presented. I understand that the information to be released may contain identity, diagnosis, prognosis or treatment information and/or all other information gathered necessary for payment of bill. I also understand that this consent is revocable upon written notice to Oak Brook Behavioral Health. I understand that this authorization shall remain valid for the purpose of its original intent and that the consequence of a refusal to consent the release of information may be potential denial of insurance benefits.

ASSIGNMENT OF BENEFITS

I agree to assign any and all insurance benefits to which I may be entitled to Oak Brook Behavioral Health for services rendered. In the event the benefits are not assignable, I will forward any payment received to Oak Brook Behavioral Health.

FINANCIAL OBLIGATION

I guarantee payment of all charges for all services by Oak Brook Behavioral Health. I understand that the fees set by Oak Brook Behavioral Health may not be equivalent to the Usual and Customary fees of my insurance company. I am responsible for the difference in these rates and/or I am responsible for all co-pays (a finance charge will be applied to all outstanding balances of 90 days). I also understand that it is my financial responsibility to assume any debt remaining after 90 days. Should this account ever be referred to outside collections, I will be responsible for all associated expenses. Records will not be released until an account is paid in full.

CANCELLATION NOTICE

In the event I cancel a scheduled appointment after noon of the preceding business day, I agree to pay the full fee for this appointment.

TERMINATION OF TREATMENT

If the patient has not been seen at our office for a period of one (1) year, patient's file at this office will be closed.

PATIENT _____ () GUARDIAN _____ ()
Initials Initials
WITNESS _____ DATE _____

OAK BROOK BEHAVIORAL HEALTH PATIENT MEDICAL INFORMATION SHEET

Date: _____

Name: _____ Birthdate: _____ Gender: M F

Language Spoken in Home: _____

Ethnicity: Hispanic or Latino Not Hispanic or Latino

Race: American Indian/Alaskan Native Asian Black/African American

Native Hawaiian/Other Pacific Islander White/Caucasian

List **Medical Problems** or surgeries

List all **Current Medications**

Do you or your family have a history of:

Self

Family

Self

Family

Coronary artery disease			Lung disease		
Diabetes			Cancer		
Stroke			Gastrointestinal disease		
Vein or artery disease			Neurological disease		
Kidney disease			High Blood Pressure		
Liver disease					

Do you have any **allergies** to medications? Yes _____ No _____ If yes, please list:

Allergy to Penicillin? Yes No Allergy to LATEX? Yes No

Allergy to SEAFOOD? Yes No Allergy to DYE? Yes No

Do you drink? Yes No If yes, how many per week? _____

Do you smoke? Yes No If yes, for how long? _____ How many per day? _____

Do you use street drugs? Yes No

Do you have AIDS or AIDS-related illness? Yes No

Do you have a "DO NOT RESUSCITATE" ORDER or a LIVING WILL in place? Yes No

Who filled out this form if the patient is a minor? _____ Relationship: _____

DATE: _____

**OAK BROOK BEHAVIORAL HEALTH
PATIENT DATA ENTRY FORM: CHILD / ADOLESCENT**

PATIENT
NAME (Last): _____ (First): _____ (M.I.): _____

PATIENT ADDRESS: _____

_____ ZIP: _____

DATE OF BIRTH: _____ AGE: _____ SEX: _____

SCHOOL / GRADE: _____

SPECIAL EDUCATION SERVICES? YES / NO

MOTHER/
GUARDIAN: _____ FATHER/
GUARDIAN: _____

ADDRESS: _____ ADDRESS: _____
_____ ZIP _____ _____ ZIP _____

CELL: _____ CELL: _____

Home PH: _____ Home PH: _____

TYPE OF WORK: _____ TYPE OF WORK: _____

EMAIL: _____ EMAIL: _____

PARENTS' MARITAL STATUS: _____

SIBLINGS (With Ages): _____

REFERRED BY: _____

PRIMARY CARE PHYSICIAN: _____

CHILD IN THERAPY? (SCHOOL / OTHER): CURRENTLY PREVIOUSLY NEVER

CHILD SEEING PSYCHIATRIST? CURRENTLY PREVIOUSLY NEVER

CHILD CURRENTLY TAKING PSYCHOTROPIC MEDICATIONS? ___ YES ___ NO

OAK BROOK BEHAVIORAL HEALTH

CHILD and ADOLESCENT QUESTIONNAIRE PARENT FORM

Child's Name: _____ Date of Birth: _____

Please discuss what concerns you most about your child:

What would you describe as your child's strengths?

What would you like to accomplish through this evaluation?