# Welcome to the Rubin Institute for Advanced Orthopedics!

Dear New Patient,

Welcome to the Rubin Institute for Advanced Orthopedics! Our goal is to provide you with caring, compassionate and professional service during your visit with us. If you have any questions, you can visit our web site at www.RubinInstitute.com or you can call us at 410-601-BONE (2663).

- **Please complete the enclosed Pre-Visit Checklist before your appointment.** This checklist tells you what you need to do before your appointment and what you need to bring to your appointment.
- **Please arrive 20 minutes before your scheduled appointment** to allow us time to process your insurance and billing information.
- A parent or legal guardian must accompany all children (younger than 18 years) for the entire visit.
- A legal representative must accompany all patients who lack the capacity to make health care decisions or who are unable to articulate their wishes.
- If your appointment is in the Schoeneman Building at Sinai Hospital, you will receive two bills: one from the physician and one from the hospital.

**We reserve the right to reschedule your appointment if:**

- You are more than 15 minutes late for your appointment. If you are going to be more than 15 minutes late, call 410-601-BONE (2663) (press option 1).
- You do not fax your Referral/Authorization (if required by your insurance) at least 5 business days before your appointment. Please contact your insurance company to find out if you need a Referral/Authorization.
- If your insurance requires that your x-rays be taken at an outside facility, but you have forgotten to bring these x-rays with you.

Thank you for choosing the Rubin Institute for your orthopedic care. We are looking forward to seeing you soon!

–The Physicians and Staff of the Rubin Institute

# Pre-Visit Checklist

## BEFORE YOUR APPOINTMENT, PLEASE:

- ❑ **Fax your Referral/Authorization (if required) to 410-601-8793 at least 5 days before your appointment.** To find out whether you need a Referral/Authorization, please call your insurance company. The Referral/Authorization should be from your primary care physician and authorize Sinai Hospital/Rubin Institute for your office visit, radiology exams, procedures, injections and lab work.
- ❑ **If an Urgent Care Center advised you to visit the Rubin Institute,** please obtain a Referral/Authorization from your primary care physician.
- ❑ **If your insurance requires that your x-rays, MRI scan or CT scan be obtained at an outside facility,** make sure that you have these taken before your appointment and bring the images with you. To find out whether you need to obtain these at an outside facility, please call your insurance company.
- ❑ Allow enough time so that you **arrive 20 minutes before your scheduled appointment.** If you are going to be more than 15 minutes late, call (410) 601-2663 (press option 1).

## PLEASE BRING THE FOLLOWING ITEMS TO YOUR APPOINTMENT:

- ❑ All forms included in this packet (Please complete the forms before your appointment if possible.)
- ❑ Current medical and prescription insurance card(s)
- ❑ Valid photo ID or driver's license
- ❑ Payment for any required co-payments or deductibles due at the time of your visit
- ❑ Recent x-rays, MRI scans and CT scans: **If your insurance requires that your x-rays, MRI scan or CT scan be obtained at an outside facility, bring the images with you.** Note: If your insurance allows x-rays to be obtained at the Rubin Institute, we will obtain them during your appointment.
- ❑ If an Urgent Care Center advised you to visit the Rubin Institute, please bring a Referral/Authorization from your primary care physician.
- ❑ Any medical information that is relevant to your condition (x-rays, CT scans, MRI scans, ultrasound results, nerve conduction studies, medical records, lab results, etc.)
- ❑ List of current medications (vitamins, supplements, over the counter medications, prescription medications, herbal supplements, etc.) including strength, frequency and dose
- ❑ List of allergies to medications, food, metal, latex, etc.
- ❑ Name, address, phone number and fax number for your pharmacy, referring physician, primary care physician and anyone else whom you would like to receive your medical information.

# Patient Registration Form

Patient ID Goes Here

**PLEASE PRINT LEGIBLY**

Date: _____

Patient's Name: _____
Last First Middle Initial

Date of Birth (MM/DD/YYYY): _____ Sex: ❑ Male ❑ Female

Patient's Address: _____
Street

_____
City State Zip Code

E-mail Address: _____

Phone: Home: _____ Work: _____ Cell: _____

Do you have a living will (advance health care directive)? ❑ Yes ❑ No

Would you like to receive information about creating a living will? ❑ Yes ❑ No

If the patient is a minor (younger than 18 years), who is accompanying the child today?

Name: _____ Relationship: _____

Do you have custody of this child? ❑ Yes ❑ No

## CONTACT INFORMATION FOR YOUR OTHER DOCTORS:

**Primary Care Physician's Name:** _____

Address: _____
Street City State Zip Code

Phone: _____ Fax: _____

**Referring Physician's Name (Doctor Who Sent You Here)**

Name: _____ Doctor's Specialty: _____

Address: _____
Street City State Zip Code

Phone: _____ Fax: _____

**Other Specialist (Neurologist, Pain Specialist, Cardiologist, etc.)**

Name: _____ Doctor's Specialty: _____

Address: _____
Street City State Zip Code

Phone: _____ Fax: _____

# Health Summary Form for New Patients

Patient ID Goes Here

Date: _____

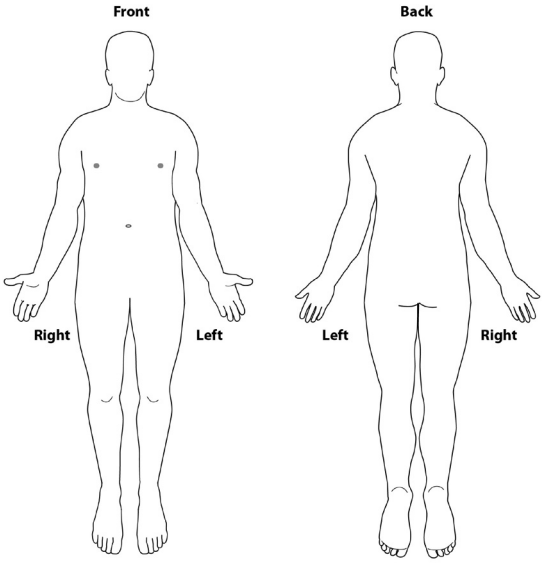
Name: _____
Last First Middle Initial

Date of Birth (MM/DD/YYYY): _____ Age: _____ Height: _____ Weight: _____

Sex: ❑ Male ❑ Female I am: ❑ Right handed ❑ Left handed ❑ Ambidextrous

## SYMPTOMS:

**Circle the part of the body that is bothering you.**




**Reason for your visit:** _____

_____

_____

_____

**Symptoms started because of:** ❑ Fall/sports injury
❑ Fracture/break ❑ Twisting injury ❑ Spontaneously
❑ Motor vehicle accident - Date of accident: _____
❑ Work related injury - Date of injury: _____
❑ Other: _____

**Symptoms first began (date or year):** _____

**Symptoms got worse (date or year):** _____

**Symptoms include:** ❑ Weakness ❑ Swelling ❑ Numbness/tingling
❑ Instability (history of dislocation)

## TALKING POINTS FOR YOUR VISIT TODAY:

**Please list the 2 or 3 most important questions that you have for the doctor today.**

1. _____

2. _____

3. _____

## DESCRIBE THE PAIN:

**Mark an "X" on the line to show your level of pain.**

**Rate pain during activity:**

0 1 2 3 4 5 6 7 8 9 10
No pain — Moderate Pain — Worst possible pain

**Rate pain at rest:**

0 1 2 3 4 5 6 7 8 9 10
No pain — Moderate Pain — Worst possible pain

**What makes the pain worse?** _____

**What makes the pain better?** _____

## HISTORY OF TREATMENT FOR THIS PROBLEM:

**What other treatment have you tried for this problem (check all that apply)?**

❑ Splinting ❑ Brace/orthotic ❑ Tens unit ❑ Physical therapy ❑ Injections ❑ Surgery

**List muscle relaxants, anti-inflammatories, or pain medications that you have taken for this problem:**

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**Have you had any of the following tests performed for this problem?** ❑ Yes (provide information below) ❑ No

| Type of Test | Date of Test (approximate) | Location of Center that Performed Test |
|---|---|---|
| MRI | | |
| Cat Scan | | |
| X-ray | | |
| Nerve Conduction Study | | |
| Bone Scan | | |

## PAST MEDICAL HISTORY:

**Check all that apply:** ❑ I do not have any of the conditions listed below.

❑ AIDS/HIV
❑ Alcoholism
❑ Alzheimer's disease
❑ Anemia
❑ Asthma
❑ Blood clots
❑ Cancer
❑ Chest pain
❑ COPD
❑ Depression
❑ Diabetes
❑ Drug abuse
❑ Gerd/Reflux
❑ Gout
❑ Heart attack
❑ Hepatitis
❑ High blood pressure
❑ Kidney disease
❑ Liver disease
❑ Osteoarthritis
❑ Osteoporosis
❑ Pacemaker
❑ Rheumatoid arthritis
❑ Seizures
❑ Sickle cell anemia
❑ Sleep apnea
❑ Stomach ulcers
❑ Stroke
❑ Thyroid
❑ Other: _____
❑ Other: _____
❑ Other: _____

**List all ORTHOPEDIC surgeries that you have had.**

| Date of Surgery | Type of ORTHOPEDIC Surgery | Reason for ORTHOPEDIC Surgery |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

Attach additional pages if necessary

**List all OTHER SURGERIES AND SERIOUS ILLNESSES that required hospitalization.**

| Date of Surgery/Illness | Type of Surgery or Illness | Reason for Surgery or Hospitalization |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

Attach additional pages if necessary

## YOUR MEDICATIONS, ALLERGIES, AND IMMUNIZATIONS:

**Medications include:**

- Supplements
- Prescription medications
- Over the counter medication
- Vitamins
- Herbal supplements

❑ I am not currently taking any medications.

| Medication name | Dose (e.g., strength, number of pills) | Route (e.g., by mouth, inhaled, on skin) | How often do you take this medication? |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Attach additional pages if necessary

**Pharmacy**

Name: _____

Phone: _____ Fax: _____

## ALLERGIC TO:

❑ Penicillin ❑ Latex ❑ Metal ❑ Aspirin ❑ Codeine ❑ Local Anesthetic ❑ Food: _____ ❑ None

**Other Medication Allergies/Adverse Reactions:** _____

**Other Allergies/Adverse Reactions:** _____

**Are your immunizations up to date?** ❑ Yes ❑ No

## SOCIAL HISTORY:

Caffeine use? ❑ Yes ❑ No Number of caffeinated products per day: _____

Current alcohol consumption? ❑ Yes ❑ No Weekly amount: _____

Past alcohol consumption? ❑ Yes ❑ No Years of use: _____

Current tobacco use? ❑ Yes ❑ No Type: _____ Amount per week (packs, cans, etc.): _____

Past tobacco use? ❑ Yes ❑ No Type: _____ Number of years: _____

Current use of recreational/street drugs? ❑ Yes ❑ No Type: _____ Number of years: _____

Past use of recreational/street drugs? ❑ Yes ❑ No Type: _____ Number of years: _____

How many times a week do you exercise? _____

## FAMILY MEDICAL HISTORY:

**Check all that apply:** ❑ Check if unknown ❑ Check if none apply

| | Father | Mother | Brother | Sister | Paternal Grand-father | Paternal Grand-mother | Maternal Grand-father | Maternal Grand-mother |
|---|---|---|---|---|---|---|---|---|
| AIDS/HIV | | | | | | | | |
| Alcoholism | | | | | | | | |
| Alzheimer's disease | | | | | | | | |
| Anemia | | | | | | | | |
| Arthritis | | | | | | | | |
| Asthma | | | | | | | | |
| Cancer | | | | | | | | |
| Depression | | | | | | | | |
| Diabetes | | | | | | | | |
| Drug abuse | | | | | | | | |
| Gout | | | | | | | | |
| Heart disease or heart attack | | | | | | | | |
| High blood pressure | | | | | | | | |
| Kidney disease | | | | | | | | |
| Osteoporosis | | | | | | | | |
| Stroke | | | | | | | | |
| Thyroid | | | | | | | | |
| Other: _____ | | | | | | | | |
| Other: _____ | | | | | | | | |