

North Texas Joint Care, P.A. Leyka M. Barbosa, M.D., F.A.C.R.

7777 Forest Lane, Suite C-502 Dallas, Texas 75230

Telephone: (972)566-6599 Fax: (972)566-6611

Dear Patient:

Thank you for contacting North Texas Joint Care, P.A. to schedule an appointment. We are delighted to welcome you to our private practice in adult rheumatology at the above address. Please visit our website at www.jointcare.org; your comments can be emailed by clicking on 'Mark'.

Rheumatology is the area of internal medicine which manages the diagnosis, treatment and prevention of autoimmune, musculoskeletal and arthritic conditions. These include osteoarthritis, rheumatoid arthritis, lupus, Sjogren's syndrome, vasculitis, scleroderma, bursitis, tendonitis, carpal tunnel syndrome, fibromyalgia, chronic fatigue and chronic pain syndromes, as well as other less common conditions. Please ask us about recent developments in rheumatology, such as targeted Biologics for RA, Lupus, and Chronic Gout, viscous knee injectables, and other anti-rheumatic therapies.

Office hours are 8:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4:30 p.m., Monday through Thursday, and some Friday mornings, with exceptions. We close for lunch from 12:30 p.m. to 1:30 p.m. Please complete and bring the attached documents, & arrive 15 minutes before your first scheduled appointment (Consult) to establish your registration. If you are late for the Consult visit, be prepared to be rescheduled; a NO SHOW fee may apply as 1 hour of Physician time has been reserved. For all HMO, POS, and EPO patients, a referral is required. All patients must have a primary care physician, as my practice is by referral consultation only. Your insurance card, driver's license and co-pay must be furnished at the time of your visit.

We very much look forward to meeting you. Best regards.

Sincerely,

Leyka M. Barbosa, M.D., F.A.C.R. Director, North Texas Joint Care

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North Texas Joint Care, P.A.; 7777 Forest Lane, Suite C-502 Dallas, TX 75230-2548; tel 972-566-6599; fax 972-566-6611

Patient Consent for Use of Email Communications

This office has established an email address for some forms of communication. For routine matters that do not require immediate response, please feel free to contact us at mark@jointcare.org. Please consider that this form of communication is not appropriate for use in an emergency. It is not required or expected of our patients to use Email with us, this is just a desired convenience for those who want it.

The turnaround time for routine patient communications is 1 day with delays expected before, during, & after holidays and dates when the office is closed as posted on the voicemail. And the service provider may delay message delivery. Should you require urgent or immediate attention, this medium is not appropriate.

When sending email, please put the subject of your message in the subject line so we can process it more efficiently. Also, be sure to put your name, patient ID number and return telephone number in the body of the message. We also ask that you acknowledge receipt of emails coming from this office by using the auto reply feature.

Communications relating to diagnosis and treatment will be filed in your medical record.

This office is dedicated to keeping your medical record information confidential. Despite our best efforts, due to the nature of email, third parties may have access to messages. When communicating from work, you should be aware that some companies consider email corporate property and your messages may be monitored. Even when emailing from home, you may feel that access to your email is not well controlled, so you should take that into consideration. In addition, you should be aware that, although addressed to me, my staff and /or colleagues would have access to this information.

Patient designated Email ac	ddress:
I understand that this office will not be confidentiality that are due to technica	e responsible for information loss or delay or breaches in lactors beyond our control.
I understand and agree to the above en	nail policy.
By signing below, you are agreeing the email, and that we may respond to you	at we may send medical related correspondence to you via ir emails via return email.
Patient signature	Witness (optional)
 Date	



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7777 Forest Lane, Suite C- 502 Dallas, Texas 75230 Telephone: (972) 566-6599 Fax: (972) 566-6611

The following policies have been put into effect by our office regarding payment of office visit fees. These policies are designed to reduce expensive paperwork and secretarial services, which may otherwise force us to raise charges to our patients. Your cooperation is appreciated.

- 1. <u>OFFICE VISITS</u> Payment is expected at the time services are rendered. We will help you by filing your insurance for the covered portion. The deductibles and non-covered portions are due at the time of service. For your convenience, we prefer cash, or check, however, we accept Visa and MasterCard. If you are more than <u>30 minutes</u> late, we may need to reschedule your appointment.
- 2. ROUTINE VISITS Most insurance plans cover 80-100% of your visits. Some insurance policies have deductibles and/or copayments; some do not. If your insurance does not pay its portion within sixty days, you will be called upon to assist in the collection/payment process. Regrettably, it is possible that an appointment may be delayed or rescheduled when accounts are significantly behind. Forms and correspondence completion are payable in advance (see fee schedule); medical records copies are completed and billed by a subcontractor (usually a free service for one provider to another).
- 3. MEDICAL INSURANCE Medical insurance plans vary widely in their coverage of services. Your contract is an agreement between you and the insurance company. This contract does not obligate the doctor to charge a specific fee or to accept reimbursement from your insurance company as payment in full, unless the contracted amount is paid on time. You will remain responsible for the uncovered balance. Complaints or inquiries about insurance coverage should be directed to your insurance agent, the Texas Department of Insurance, and to the United States Dept. of Labor for ERISA/Employer Sponsored plans; the staff at Medicare can be reached about those inquiries or complaints. Our business manager is available to consult in drafting such complaint correspondence(s), as we have mutual interests at stake.
- 4. **PREAUTHORIZATION OF BENEFITS** In some instances, pre-authorization of benefits is required from your insurance carrier. This is true of all major rheumatological procedures such as injections, aspirations, etc. We may file a pre-authorization to make sure your insurance will cover a prescribed procedure; currently, we need a separate "commitment to pay" certification also. Emergency procedures need no pre-authorization. If you decide to forego the pre-authorization, then you are totally responsible to pay personally at the point of service. Pre-authorizations are limited to the dates approved. Beyond that point, prices may increase or insurance benefits may change or expire.
- 5. <u>INSURANCE CHECKS</u> Should your insurance company send your reimbursement check to us, we will make every effort to submit the payment back to you, and to refund overpayments to the appropriate party.
- 6. NO-SHOW POLICY We require one full business day notice to reschedule or cancel an appointment (for example, call Friday morning regarding the following Monday). You may leave a voice message recording at any hour. We attempt to confirm your appointment twenty-four hours in advance by phone. Our no-show policy fee for a broken appointment is \$50 for less than 1 (one) business day of notice. We do understand that things beyond your control can occur. If this is the case, please call. We understand your time is valuable and make every effort to see you at your scheduled time. Initial:
- 7. <u>COLLECTIONS</u> All charges are payable within sixty days. Unpaid accounts force us to raise our fees. Because of this, we are committed to pursue any unpaid account balances. Unpaid accounts will be referred to a professional collection agency or pursued in the courts; NSF checks must be refunded to us immediately. If you have a financial problem, special arrangements can be made if notification is given to our office at the earliest possible moment.
- 8. **RETURNED CHECK POLICY** Fee of \$25.00 plus amount of check due immediately; Payment in cash, money order or cashier's check.
- 9. <u>FEE FOR SERVICE</u> Payment is required at the time services are rendered. For your convenience, we prefer cash, or check; however, we accept Visa and MasterCard. Regrettably and unfortunately we must pass on the cost of excessive re-billing/data analysis for unpaid visits, services and material that is re-billed 3 or more times or unpaid for 120 days: CPT code #99080, institutional charge \$250.00, patient charge \$50.00 (both subject to change) **Initial:**
- 10. MEDICAL RECORDS All medical records are copied weekly, by a subcontracted records copying company, and require a signed records release form. Please note that it may take 10-15 business days for the records to reach their destination.

We appreciate your cooperation, NORTH TEXAS JOINT CARE, P.A.			
Patient Signature: (Insured / Guardian / Authorized Representative)	;	Date:	

Registration (please print)

Leyka M. Barbosa, M.D. North Texas Joint Care, P. A.; 7777 Forest Lane, Suite C-502 Dallas, TX 75230

Today's Date:
Patient's Name: DOB:/ SEX: Male Y Female Y
Social Security Number:
Patient's Address:
City: State: Zip Code:
Home Phone: (Work Phone: (
MARITAL STATUS: Never Married Y Married Y Divorced Y Widowed Y Separated Y
OCCUPATION: Employer: Profession:
Address: City: State: Zip: Is your injury work related? Please circle: No (N) Yes (Y) (If yes, explain)
Referring Physician, or Primary Care Physician:
Reason For Your Visit:Onset Date of Current Symptoms//
Emergency Contact Name:Phone Number: ()Relationship: Primary Insurance Information
Primary Insurance HMO PPO POS EPO OTHER
Insured's Name; Relationship To Patient: SELF SPOUSE DEPENDANT OTHER
Insured's Date of Birth:/ Insured's Social Security Number:
Insured's ID Number: Group Number:
Insurance Company Phone Number: (; Insured's Employer & Benefits Address: Secondary Insurance Information
Is There a Secondary Insurance? (If yes, what is it?)
Insured's Name:Relationship To Patient: SELF SPOUSE DEPENDANT OTHER
Insured's Date of Birth: Insured's Social Security Number:
Secondary ID Number: Group Number:
Secondary Ins. Company Phone Number: ; Insured's Employer & Benefits Address:
ASSIGNMENT AND RELEASE AND CONSENT TO CARE
I, the undersigned, have insurance coverage with (Primary Ins.) , & (SecondaryIns.), ,, ,,,, & (SecondaryIns.),, ,,, & (Tertiary Ins.) ,, and assign directly to <u>Dr. Leyka Barbosa, (North Texas Joint Care, P. A.)</u> all medical benefits and authority appeal (for Pre-authorization denials, late/short/or non-payments) under ERISA or state jurisdiction, if any otherwise payable to me for services rendered, understand that I am financially responsible for copays, deductibles, and any uninsured services. I hereby authorize the doctor to release all information necessary to secure the payment of benefits. I authorize the use of this signature on all my insurance submissions. I also hereby give my consent to the physician(s) of North Texas Joint Care, P.A. for medical treatment.
X

SIGNATURE OF INSURED, GUARDIAN or AUTHORIZED REPRESENTATIVE

DATE OF SIGNATURE

Patient History Form

Date of first appointment: // MONTH DAY	YEAR	гарропипен		biitiipiace			
Name:	FIRST	MIDDLE II	VITIAL MAID	Birtho	late:	/ / I DAY YEAI	R
Address:				Λαο:			•
STREET			APT#				
CITY		STATE	ZIP	Telephone: Ho W	me (ork ()	
IARITAL STATUS: Never	Married	☐ Married	☐ Divorced				
Spouse/Significant Other: Alive/A		Deceased/Age	e Ma	ajor Illnesses			
DUCATION (circle highest level attended)							
Grade School 7 8 9 10	11 12	College 1	2 3 4	Graduate School _			
Occupation		.					
Referred here by: (check one)		⊒ Family				er Health Profess	
lame of person making referral:							
he name of the physician providing yo							
Do you have an orthopedic surgeon?							
Describe briefly your present symptoms							
				Please shade all past week on the			
			Example:	past week on the	bouy ng	ures and riands	•
				Sal	()	(د و))
Date symptoms began (approximate):_		Example	1. 原从	从量从		M	=
Diagnosis:			1 ///-///	LEFT	1-1-11	RIGHT \	-1\ LE
Previous treatment for this problem (inc	lude physical th	erapy,		11/2	1.1.16	\ \A	Λ
surgery and injections; medications to b					الندا	J// L	
			1 200	SAR.			
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Please list the names of other practition	ers you have s	een for this		9 27	\0/	\ ()	1
problem:)./	\ . (राष	الما	am)
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			Adapted from C practical guide 808. Used by p	CLINHAQ, Wolfe F and Pincus to self report questionnaires in	T. Current Con clinical care. A	ment – Listening to the rthritis Rheum, 1999;42	patient – A (9):1797-
RHEUMATOLOGIC (ARTHRITIS) HIST				erriission.			
At any time have you or a blood relative Yourself	had any of the Relative	following? (che	Ck if "yes") Yourself			Relative	
Toursen	Name/Relation	onship	rouioeii			Name/Relations	ship
Arthritis (unknown type)				Lupus or "SLE"			
Osteoarthritis				Rheumatoid Arthriti	s		
Gout				Ankylosing Spondy	litis		
Childhood arthritis				Osteoporosis			
Other arthritis conditions:						· ·	

SOCIAL H	STORY			PAST MEDICAL HIST	ORY	
Do you drin	k caffeinated be	everages?		Do you now or have yo	ou ever had: <i>(check ii</i>	"yes")
Cups/glass	es per day?			☐ Cancer	☐ Heart problems	☐ Asthma
Do you smo	oke? 🗆 Yes 🗅 N	No □ Past – How long ago?		☐ Goiter	☐ Leukemia	□ Stroke
Do you drin	k alcohol? 🛚 Ye	es 🗆 No Number per week	<u></u>	☐ Cataracts	☐ Diabetes	□ Epilepsy
Has anyone	e ever told you t	o cut down on your drinking?		☐ Nervous breakdown	☐ Stomach ulcers	☐ Rheumatic fever
☐ Yes □	i No			☐ Bad headaches	☐ Jaundice	☐ Colitis
Do you use	drugs for reaso	ons that are not medical? Yes	No	☐ Kidney disease	☐ Pneumonia	☐ Psoriasis
if yes, p	lease list:	·		☐ Anemia	☐ HIV/AIDS	☐ High Blood Pressure
	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		☐ Emphysema	☐ Glaucoma	☐ Tuberculosis
	rcise regularly?			Other significant illness	(please list)	
				Natural or Alternative T	heranies (chiroprosti	a magneta magnega
		lo you get at night?		over-the-counter prepa	rations, etc.)	c, magnets, massage,
	enough sleep at				· .	
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Previous O	perations				· , , , , , , , , , , , , , , , , , , ,	
			Year	Reason		
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		□ No □ Yes Describe:				
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FAMILY HIS	STORY:					
.,		IF LIVING	. i		IF DECEASED	
	Age	Health		Age at Death	Caus	20
Father	7.99	T. Outer		Age at Death	Caus	5 C
Mother						
	iblinas	Number living N	lumber dec	eased ·		
		Number living N			ages of each	
		<u></u>			agos of cash	
Do you knov	v of any blood re	elative who has or had: (check and o	give relation	nship)		
☐ Cancer		Heart disease		☐ Rheumatic fever		culosis
□ Leukemia		☐ High blood pressure		☐ Epilepsy		es
				☐ Asthma		
				☐ Psoriasis		
Patient's Nam	e	Date		Dhysia	ian Initials	
	<u> </u>	Date		Patient History F	orm © 1999 American	College of Rheumatology

MEDICATIONS

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RESENT MEDICATIONS (List any medications yo	ou are taking. Inclu	ide such item	ıs as aspirir	n, vitamins, lax	atives, calcium a	and other suppl	ements, etc.)
Name of Drug	Dose (i strength & pills pe	number of	f you t	long have taken this dication	Plea: A Lot	se check: He Some	elped? Not At A
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Circle any you have taken in the past		<u> </u>	<u> </u>	<u> </u>			
Ion-Steroidal Anti-Inflammatory Drugs (NSAIDs)	.						
Daypro (oxaprozin) Disalcid (salsalate) Meclomen (meclofenamate) Motrin/Rufen	Dolobid (diflunis	sal) Feldei alfon (fenopr	ne (piroxica ofen) N	m) Indocin laprosyn (napro	·	Lodine (et	l (sulindac) odolac)
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SYSTEMS REVIEW

Date of last mammogram/	/ Date of last eye exam / / D	ate of last chest x-ray / /
•	/ Date of last bone densitometry /	
·		
Constitutional	Gastrointestinal	Integumentary (skin and/or breast)
☐ Recent weight gain	□ Nausea	☐ Easy bruising
amount	☐ Vomiting of blood or coffee ground	☐ Redness
☐ Recent weight loss	material	☐ Rash
amount	☐ Stomach pain relieved by food or milk	☐ Hives
☐ Fatigue	☐ Jaundice	Sun sensitive (sun allergy)
☐ Weakness	☐ Increasing constipation	☐ Tightness
☐ Fever	☐ Persistent diarrhea	☐ Nodules/bumps
Eyes	☐ Blood in stools	☐ Hair loss
☐ Pain	☐ Black stools	☐ Color changes of hands or feet in the
☐ Redness	☐ Heartburn	cold
☐ Loss of vision	Genitourinary	Neurological System
□ Double or blurred vision	☐ Difficult urination	☐ Headaches
☐ Dryness	☐ Pain or burning on urination	☐ Dizziness
☐ Feels like something in eye	☐ Blood in urine	☐ Fainting
☐ Itching eyes	☐ Cloudy, "smoky" urine	☐ Muscle spasm
Ears-Nose-Mouth-Throat	☐ Pus in urine	☐ Loss of consciousness
☐ Ringing in ears	☐ Discharge from penis/vagina	☐ Sensitivity or pain of hands and/or fee
☐ Loss of hearing	Getting up at night to pass urine	☐ Memory loss
☐ Nosebleeds	☐ Vaginal dryness	□ Night sweats
Loss of smell	☐ Rash/ulcers	Psychiatric
☐ Dryness in nose	☐ Sexual difficulties	☐ Excessive worries
☐ Runny nose	☐ Prostate trouble	☐ Anxiety
☐ Sore tongue	For Women Only:	☐ Easily losing temper
☐ Bleeding gums	Age when periods began:	☐ Depression
☐ Sores in mouth	Periods regular? ☐ Yes ☐ No	☐ Agitation
□ Loss of taste	How many days apart?	☐ Difficulty falling asleep
☐ Dryness of mouth	Date of last period?/_/_/	☐ Difficulty staying asleep
☐ Frequent sore throats	Date of last pap?/_/	Endocrine
☐ Hoarseness	Bleeding after menopause? ☐ Yes ☐ No	☐ Excessive thirst
☐ Difficulty in swallowing	Number of pregnancies?	Hematologic/Lymphatic
Cardiovascular	Number of miscarriages?	☐ Swollen glands
☐ Pain in chest	Musculoskeletal	☐ Tender glands
☐ Irregular heart beat	☐ Morning stiffness	☐ Anemia
☐ Sudden changes in heart beat	Lasting how long?	☐ Bleeding tendency
☐ High blood pressure	Minutes Hours	☐ Transfusion/when
☐ Heart murmurs	☐ Joint pain	Allergic/Immunologic
Respiratory	☐ Muscle weakness	☐ Frequent sneezing
☐ Shortness of breath	☐ Muscle tenderness	☐ Increased susceptibility to infection
☐ Difficulty in breathing at night	☐ Joint swelling	,,
☐ Swollen legs or feet	List joints affected in the last 6 mos.	
☐ Cough		
☐ Coughing of blood		
☐ Wheezing (asthma)		
www.cezang (asunna)		
5 4 4 4		
Patient's Name	Date Phy	sician Initials

PAST MEDICATIONS Continued

Osteoporosis Medications	-			 	
Estrogen (Premarin, etc.)					 -
Alendronate (Fosamax)					
Etidronate (Didronel)					
Raloxifene (Evista)					
Fluoride					
Calcitonin injection or nasal (Miacalcin, Calcimar)		ū			
Residronate (Actonel)					
Other:					
Other:		ū			
Sout Medications					
Probenecid (Benemid)	٥				
Colchicine	. 0				
Allopurinol (Zyloprim/Lopurin)					
Other:		ū			
Other:		ū			
Others					• •
Tamoxifen (Nolvadex)					
Tiludronate (Skelid)		<u> </u>	П		
Cortisone/Prednisone		ū			
Hyalgan/Synvisc injections					
r iyalgan/Oyrivisc ii jectloris	1 -				
Herbal or Nutritional Supplements lease list supplements:					
Herbal or Nutritional Supplements Please list supplements: ave you participated in any clinical trials for new medical			1		
Herbal or Nutritional Supplements rlease list supplements: ave you participated in any clinical trials for new medical			1		
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Herbal or Nutritional Supplements Please list supplements: ave you participated in any clinical trials for new medical yes, list:	ations? ☐ Yes ☐ N	No			
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Herbal or Nutritional Supplements Please list supplements: ave you participated in any clinical trials for new medical yes, list:	ations? ☐ Yes ☐ N	No			
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Herbal or Nutritional Supplements Please list supplements: ave you participated in any clinical trials for new medical yes, list:	ations? ☐ Yes ☐ N	No			

Patient's Name	Date	Physician Initials	
•		Patient History Form © 1999 American College of Rhe	umatology

ACTIVITIES OF DAILY LIVING

How many people in household?						
			Who does most of the yard work?			
On the scale below, circle a number which	best describes your situation; Most of the time	e, I function				
1 2	. 3	4	5			
VERY POORLY POORLY	ок	WELL	VER' WEL			
Because of health problems, do you have d Please check the appropriate response for	lifficulty: each question.)					
		Usually	Sometimes	N		
	outtons, toothbrush, pencil, etc.)					
- ,						
Setting up from chair?			۵			
•			•			
Reaching behind your back?						
Reaching behind your head?						
Pressing yourself?						
Going to sleep?			Ö			
taying asleep due to pain?						
Obtaining restful sleep?			Q			
athing?						
ating?						
Vorking?						
Setting along with family members?						
n your sexual relationship?						
Vith morning stiffness?						
o you use a cane, crutches, as walker or a	wheelchair? (circle one)					
			No □	_		
			No □			
	ding?		No □			

Patient's Name ______ Date _____Physician Initials _____
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North Texas Joint Care, P.A. Leyka M. Barbosa, M.D., F.A.C.R.

7777 Forest Lane, Suite C-502 Dallas, Texas 75230

Telephone: (972) 566-6599 Fax: (972) 566-6611

	Patient's Name:	
	DOB:	
	list your preferred pharmac	cy via electronic prescriptions. Please cy. Thank You favor de darnos su farmacia preferida.
	Pharmacy Info/Informació	on de farmacia
Name/Nombre		
Address/Direccio	n	
Number/Numero		