

Date: _____

Age: _____

Patient Name: _____

Date of Birth: _____

Referring Physician: _____ Primary Physician: _____

Problem with: _____ Estimated date first noticed problems: ____/____/____

Was this due to injury? ☐ Yes ☐ No Was injury work related? ☐ Yes ☐ No

Currently working? ☐ Yes ☐ No How did injury occur: _____

Prior surgery for this problem? ☐ Yes ☐ No If yes, list date, procedure and doctor: _____

How would you rate your worst pain? ☐ 1 (No pain), ☐ 2, ☐ 3, ☐ 4, ☐ 5, ☐ 6, ☐ 7, ☐ 8, ☐ 9 and ☐ 10 (severe pain)

Problem is presently: ☐ Worsening ☐ Unchanged ☐ Improving

The pain is? ☐ Constant ☐ Intermittent

Location? ☐ Finger _____ ☐ Wrist ☐ Dorsum (back)
☐ Volar (front) ☐ Radial (thumb side) ☐ Ulnar (5th finger side)

Please Circle: **Lt Hand?** **Rt Hand?**

Quality? ☐ Sharp ☐ Dull ☐ Burning ☐ Throbbing ☐ Numbness
☐ Tingling ☐ Electric Shocks ☐ Locking

Timing? ☐ Night ☐ Morning ☐ At Work ☐ During Exercise ☐ After Exercise

Activities which were interfered with include:

☐ Sports ☐ Shopping ☐ Waking or Sleeping ☐ Gardening ☐ Working ☐ Other: _____

Treatments that have been tried include:

☐ Anti Inflammatory _____ ☐ Helped? ☐ Not Helped ☐ Physical Therapy ☐ Helped? ☐ Not Helped
☐ Pain Medications _____ ☐ Helped? ☐ Not Helped ☐ Injection ☐ Helped? ☐ Not Helped
☐ Exercises ☐ Helped? ☐ Not Helped ☐ MRI
☐ Reduced Activity ☐ Helped? ☐ Not Helped ☐ Other: _____
☐ Bracing ☐ Helped? ☐ Not Helped

Review of Systems: Please check all that apply for you

☐ Chest Pain	☐ Hypertension	☐ Parkinson's Disease	☐ Sickle Cell Disease
☐ Heart Murmur	☐ Leukemia	☐ Liver Disease	☐ Thalassemia/Von Willebrands
☐ Heart Attack	☐ Emphysema/Chronic Bronchi	☐ Hearing Loss	☐ Hemophilia
☐ Heart Valve Disease	☐ Kidney Failure	☐ Poor Vision	☐ Stomach Ulcer/Reflux
☐ Irregular Heart Beat	☐ Kidney Stones	☐ Cataracts	☐ Ulcerative Colitis/Chron's
☐ Pacemaker	☐ Prostate Disease	☐ Depression/Bipolar Disorder	☐ Hepatitis
☐ Stroke	☐ Incontinence	☐ Schizophrenia	☐ Psoriasis or Skin Disease
☐ TIA	☐ Seizure	☐ Thyroid Disease	☐ HIV
☐ Asthma/Tuberculosis	☐ Multiple Sclerosis	☐ Adrenal/Pituitary Disease	☐ COPD

☐ Cancer, which type/where? _____ Treatment: _____

☐ Diabetes, controlled with: ☐ Insulin ☐ Oral Medication ☐ Diet

☐ None of the above ☐ Other: _____

☐ **SECOND OPINION** _____

Family History	Yes?	Relationship	Family History	Yes?	Relationship
Arthritis (Specify type)			High Blood Pressure		
Bleeding Problems			Congenital Heart Disease		
Cancer (Specify)			Leukemia		
Diabetes			Liver Disease		
Emotional Problems			Stroke		
Epilepsy/Seizures			Suicide		
Heart Disease			Tuberculosis		

Initial Visit Sheet

Name: _____ Date: _____

Date of Birth: _____

Allergies:

Reactions:

Current Medications:

Medication:

Dose:

Reason for Medication:

Past Medical Problems: ✓ Items if Yes and Explain

Alcoholism	☐	_____	Heart Disease (specify)	☐	_____
Arthritis (Specify Type)	☐	_____	High Blood Pressure	☐	_____
Asthma	☐	_____	Hepatitis (type)	☐	_____
Anemia	☐	_____	HIV/AIDS	☐	_____
Blood/Bleeding Problems	☐	_____	Kidney Problems	☐	_____
Cancer	☐	_____	Osteoporosis	☐	_____
Chronic Lung Disease	☐	_____	Polio	☐	_____
Cirrhosis of Liver	☐	_____	Prostate Problems	☐	_____
Colon or Bowel Trouble	☐	_____	Stroke/TIA	☐	_____
Convulsions/Seizures	☐	_____	Stomach or Duodenal Ulcer	☐	_____
Deafness/Hard of Hearing	☐	_____	Sexually Transmitted Disease	☐	_____
Diabetes	☐	_____	Skin Disease	☐	_____
Emotional Problems	☐	_____	Tuberculosis	☐	_____
Glaucoma	☐	_____	Thyroid Problems (specify)	☐	_____
Gout	☐	_____	Varicose Veins	☐	_____

Surgeries:

Tonsillectomy ☐ _____/_____/_____
 Appendectomy ☐ _____/_____/_____
 Hernia Repair ☐ _____/_____/_____
 Gall Bladder ☐ _____/_____/_____
 Hysterectomy ☐ _____/_____/_____

Other Surgeries:

Social History:

Marital Status ☐ Minor ☐ Single ☐ Married ☐ Widowed ☐ Divorced ☐ Separated
 Do you drink alcohol? ☐ Never ☐ Socially ☐ Rarely ☐ Moderately ☐ Heavily ☐

Recovering Alcoholic
 Do you smoke? ☐ Never ☐ Yes Amount? _____ ☐ Former Smoker – Quit When? _____

Height: Feet: _____ Inches: _____ Weight: _____ Recent Gain or Loss – Amount _____

Current Job Description: _____ Duties: _____

Do you live in (CIRCLE) ☐ One story Home ☐ Apartment ☐ Two story Home

Do you have bathroom facilities on the first floor? ☐ Yes ☐ No

Patient Signature

Date

Physician Signature

MCOUC & OKUC are locations under the umbrella of
Gavin Orthopaedics, LLC. We do not file insurance as urgent
care, but rather office visits that offer walk-in convenience.

☐ Patient is a Minor

☐ Moss Creek ☐ Okatie ☐ Gavin

Date _____

Last Name _____ First _____ Middle _____

Address _____ Plantation _____

City _____ State _____ Zip _____ Home Phone _____

SSN _____ Date of Birth _____ Age _____ M/F _____

** It is our office policy you provide at least the last 4.

E-mail Address _____ Cell Phone _____

Emergency Contact Information

Name _____ Relationship _____

Address _____ Employer _____

Home Phone _____ Cell Phone _____ Work Phone _____

How did you learn about our practice? _____

Has Dr. Gavin treated any of your family members before? _____

If so, who? _____ Referring Physician _____

INSURANCE POLICY INFORMATION

PLEASE HAVE YOUR ID CARDS READY

Primary Insurance _____

Policy Number _____

Secondary Insurance _____

Policy Number _____

Responsible Party Information (Insurance Policy Holder/ MINOR GUARDIAN)

Name _____ Relationship _____

Address _____ Employer _____

Home Phone _____ Cell Phone _____ Work Phone _____

SSN _____ Date of Birth _____

** It is our office policy you provide at least the last 4.

Is this visit related to an accident?

Motor Vehicle Accident? Y / N Workers Compensation? Y / N Other? Y / N

See front desk for additional paperwork regarding accident

Responsibilities of the office:

The office will make a good effort to obtain necessary pre-certifications for requested procedures required by contracted third parties to facilitate approval for payment. Failure to obtain pre-certifications or approval from the insurance company does not necessarily mean that the requested procedure is not medically necessary; in this circumstance, the patient will be financially responsible for services ordered or rendered.

Upon receiving accurate insurance/third party information the clinic will file an appropriate American Medical Association-approved claim to the appropriate entity. The office will make a good-faith effort with help from the patient to follow up these claims to facilitate payment.

It is expected that any copay/deductible due will be collected AT TIME OF SERVICE.

IF YOU DO NOT HAVE INSURANCE YOUR PAYMENT IS DUE IN FULL AT TIME OF SERVICE.

As a courtesy, Gavin Orthopaedic, LLC verified your benefits with your insurance company. If you were quoted an amount that is different from your balance, remember it was a quote and we do not know the actual balance until your claim has processed.

There is not a guarantee of benefits or payment. Your claim processed according to your plan, if your claim processes differently from the quote you are still responsible for the amount that your insurance has deemed your responsibility.

We require all patients to pay their deductible, copay and/or coinsurance payment at the beginning of their visit, but sometimes there is a balance after the insurance has paid and this is patients' responsibility to pay the remaining amount.

Accepting your insurance does not place all financial responsibilities onto this practice, and you will be held accountable for any unpaid balances by your plan. Although we are contracted with most insurance carriers, our services may not be covered by your particular insurance plan. Being referred to our clinic by another physician does not necessarily guarantee that your insurance will cover our services. Please remember that you are 100 percent responsible for all charges incurred: your physicians' referral and our verification of your insurance benefits are not a guarantee of payment.

We highly recommend you also contact your insurance carrier and check into your coverage for Orthopaedic specialty. Do not assume that you will not owe anything if you have more than one insurance company.

I state that I have read this financial policy and procedure and have been given an

opportunity to ask questions. I state that I have read and received the Notice of Privacy Practices regarding my healthcare and HIPAA. I accept this policy and procedure and will comply with it as part of my professional relationship with Dr. Gavinâ€™s offices.

Patient or Responsible Party

Printed Name: _____

Signature : _____

Date: _____

If patient is a Minor - Relationship to Patient: _____

**OKATIE • RIVERWALK
ORTHOPAEDIC
URGENT CARE**

Gavin
Orthopaedics, LLC

**MOSS CREEK
ORTHOPAEDIC
URGENT CARE**

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147 Riverwalk Blvd Unit 3&4 • Ridgeland, SC 29936
Gavin Office: 843-681-5077 ♦ Fax: 843-681-5012
Okatie Office 843-645-2669 • Okatie Fax 866-788-7789
Moss Creek Office 843-836-7022 • Moss Creek FAX 843-836-3056

HIPAA PERMISSIONS

Please keep in mind, we confirm all appointments 2 -3 days in advance, if we cannot contact you or you do not call back to confirm your appointment, it will be canceled.

What method can we use to contact you about your appointments?

☐ Phone: Preferred Number _____ Text ☐ Call ☐

☐ Email _____

May we leave messages on your voicemail with your specific appointment information?

☐ Yes ☐ No

May we release your complete medical records to your referring physician and/or your primary care physician?

☐ Yes ☐ No

I, the patient hereby authorizes J. Robert Gavin, Jr. and all Physicians Assistants to release my medical information (appointments, lab/x-ray results, diagnoses. Treatments, medications, surgeries, etc.) via postal mail, telephone, fax, or email to the following family members:

Name	Date of Birth	Relationship	Phone#

I further release my medical information to the following physicians, clinics, and/or hospitals:

Doctor	Phone #	Clinic

Patient Name (Printed): _____

Patient /Guardian Signature: _____ **Date:** _____