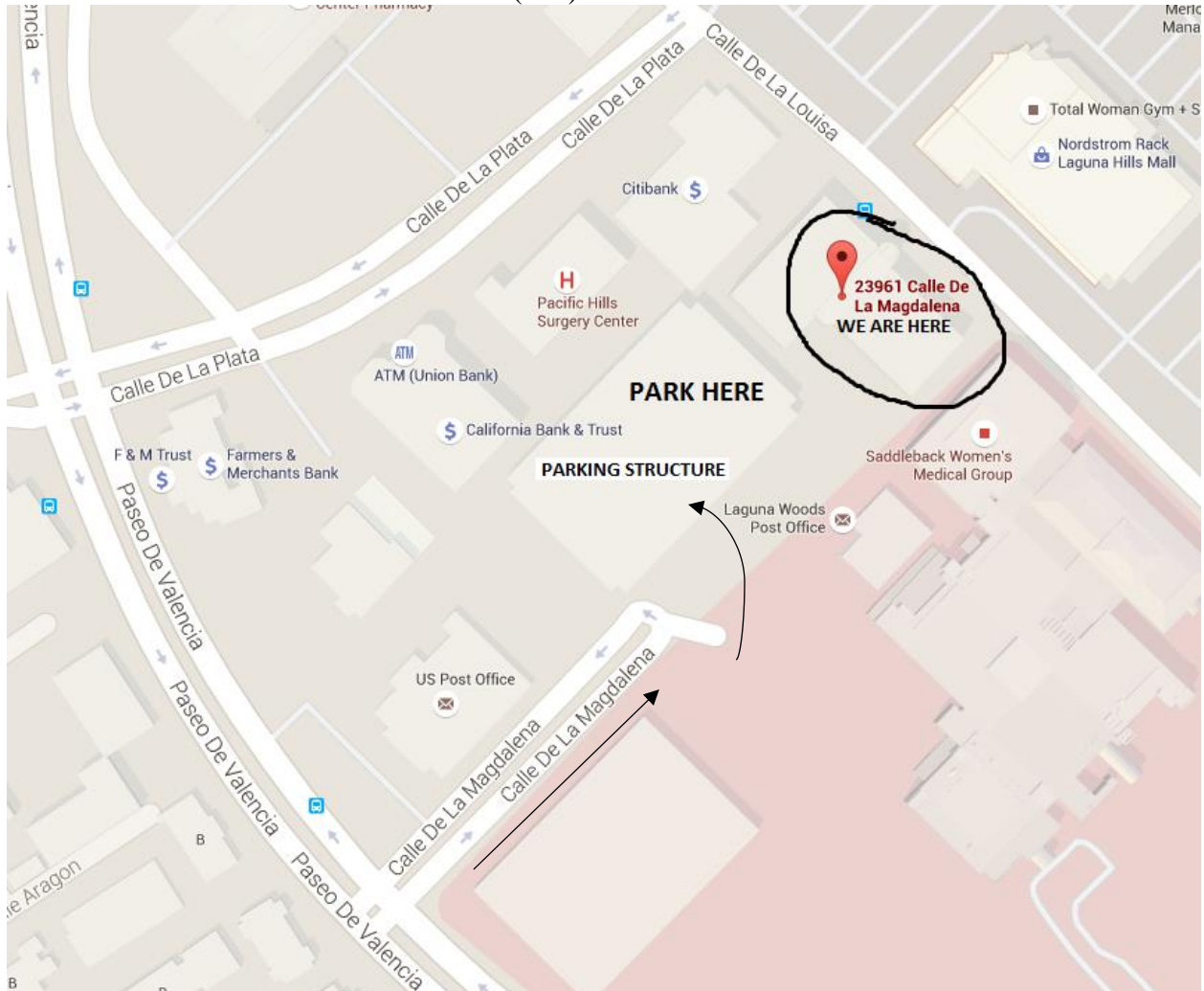


ORANGE COUNTY NEUROSURGICAL ASSOCIATES

DR. FARZAD MASSOUDI * DR. ROBERT J. JACKSON * DR. JASON A. LIAUW
23961 CALLE DE LA MAGDALENA STE 405
LAGUNA HILLS, CA 92653
(949)588-5800



- **WE ARE NOW ON THE 4TH FLOOR**

GOING ON 5 FWY NORTH:

Take 5 N Fwy and exit EL TORO RD. make a LEFT

On PASEO DE VALENCIA make a LEFT

On CALLE MAGDALENA make a LEFT

GOING ON 5 FWY SOUTH:

Take 5 S and exit EL TORO RD, keep straight and continue on PASEO DE VALENCIA

On CALLE MAGDALENA make a left

NOTE: We DO NOT validate parking.

23961 Calle de la Magdalena Ste 405, Laguna Hills, Ca 92653 P(949)588-5800 F(949)380-3345

www.ocneurosurgery.com

APPOINTMENT CONFIRMATION
ORANGE COUNTY NEUROSURGICAL ASSOCIATES
23961 Calle de la Magdalena Suite 405
Laguna Hills, Ca 92653-3665
(949)588-5800

Patient: _____

Appointment with: _____

Date: _____ Time: _____

If you are unable to keep this appointment, please give us at least 24 hours' notice. Please call us at (949) 588-5800.

It is very important you complete, date and sign **all** the enclosed forms and bring them in at the time of your appointment. Please do not wait until your arrival in the office to complete the information mailed/provided to you. Failure to have all forms completed can result in the rescheduling of your appointment. Do not mail them prior to your appointment. Please bring your insurance card(s), and any records, test results, and **MRI/CT/X-Rays CD (with) reports** which may be related to the problem for which you will be seen.

Work Related injuries: Pre-authorization is required from the carrier who will be responsible for paying your bills. We will assist you with this procedure, but you must notify us 48 hours prior to your appointment.

Medicare: This office accepts Medicare assignment and we will submit all if your charges directly to Medicare by electronic transmission. It is imperative that you give us your supplementary insurance information.

Private Insurance/Contracted coverage: We will bill your insurance, provided we have your ID#, your carrier's name, address, and a phone number for follow up. If coverage is denied for any reason, you will be responsible for all charges.

YOUR INSURANCE CO-PAYMENT WILL BE COLLECTED FROM YOU AT THE SAME TIME WE COLLECT YOUR PAPERWORK, MRI'S, ETC.

We look forward to serving you. Please feel free to call us for any further explanations of our office policies and procedures

Orange County Neurosurgical Associates
Patient Questionnaire

Name: _____ **DOB:** / / **AGE:** **DATE:** _____

Describe your Current problem or Concern? _____

Additional Details:

Date of onset: _____

If you have pain, is it (Circle) constant/intermittent/ dull/ sharp/Ache/ Burning/Pins and Needles

Made worse by-Standing/walking/sitting/lying down

Rate your average pain level on a scale of 0 to 10 0 no pain -----10 worst : _____

Aggravating factors _____

Alleviating factors _____

(CIRCLE ANY THAT APPLY):

Do you have pain in	Right Arm	Left Arm	Right Leg	Left Leg
Do you have weakness in	Right Arm	Left Arm	Right Leg	Left Leg
Do you have numbness in	Right Arm	Left Arm	Right Leg	Left Leg

Do you have problems with coordination/Balance? _____

Have you had Epidural steroid Injections? If so, how many and date of injections? _____

Have you had Physical Therapy? Yes No If yes, approximately how long/how many sessions? _____

Have you had spinal surgery? _____ If yes, what type? _____

When? _____

Have you had other treatments? _____

Is your problem related to an accident? _____

Are you involved in any active litigation? _____

Orange County Neurosurgical Associates

Patient Questionnaire

PREVIOUS MEDICAL HISTORY: (CIRCLE ALL THAT APPLY)

Hypertension Asthma/COPD Diabetes
Coronary Heart Disease Elevated Cholesterol Neuropathy
Deep Vein Thrombosis Pulmonary Embolus Dementia
Other:

CURRENT HEIGHT: _____ **FT/IN** **WEIGHT:** _____ **LBS**

PREVIOUS SURGICAL HISTORY(DATE):

Spine Surgery: _____

Cardiac Surgery: _____

Other: _____

Medication List

***Please Exclude Vitamins

Medication	Dose	Frequency

- For more medications, please add the list on a blank sheet of paper

Allergies

Allergy	Type of Reaction (ex: rash, difficulty breathing)

Orange County Neurosurgical Associates

Patient Questionnaire

FAMILY MEDICAL HISTORY:

List who in your direct family has had the following:

Cancer : _____
 Stroke/CVA: _____
 Aneurysm: _____
 Spine Problems: _____
 Other: _____

SOCIAL HISTORY:

SINGLE _____ MARRIED _____ SEPERATED _____ DIVORCED _____ WIDOWED _____
 LIVES WITH(Circle): SELF Spouse/Partner Children Other

ALCOHOLIC BEVERAGES: NEVER _____ RARELY _____ MODERATLEY _____ DAILY _____

SMOKING : CURRENTLY SMOKES _____packs/day
 SMOKED BUT QUIT _____YEARS AGO NEVER SMOKED _____

RECREATIONAL DRUG USE: NO _____ YES _____ TYPE _____

EMPLOYMENT: FULL TIME _____ PART TIME _____ SELF EMPLOYMENT _____
 RETIRED _____ HOMEMAKER _____ STUDENT _____
 UNEMPLOYED BUT LOOKING FOR WORK _____

IF WORKING WHAT IS YOUR CURRENT JOB: _____

SEX LIFE- SATISFACTORY: YES NO _____

Preferred Pharmacy

Name:	
Address:	
Phone Number:	Fax Number:

Please list full name of other physicians involved in your care

	Doctor's Name	
Primary Care		Phone:
Pain Management		Phone:
Neurologist		Phone:
Oncologist		Phone:
Who referred you?		Phone:
Cardiologist		Phone:
Other		Phone:

Patient _____ Date _____

Orange County Neurosurgical Associates

Patient Questionnaire

SYSTEMIC REVIEW: Do you have any of the following? (Check box that applies)

GENERAL	YES	NO	GENITOURINARY	YES	NO
Recent weight change			Loss of urine		
Good general health			Frequent urination		
			Burning or painful urination		
HEAD-EYE-EAR-NOSE-THROAT			Kidney trouble		
Wear glasses					
Double vision			LOCOMOTOR- MUSCULOSKELETAL		
Headaches			Weakness of muscles or joints		
Glaucoma			Difficulty in walking		
Ear disease			Pain in calves/buttocks when walking		
Impaired hearing					
			NECK		
RESPIRATORY			Stiffness		
Chronic or frequent cough			Pain radiates down shoulders		
Asthma or wheezing					
Difficulty breathing			NEURO-PSYCHIATRIC		
URI (cold) now			Have you ever had psychiatric care?		
			Been advised to see a psychiatrist?		
CARDIOVASCULAR			Fainting spells		
Chest pain/ angina pectoris					
Shortness of breath walking or lying down			HEMATOLOGICAL		
Difficulty walking two blocks			Blood disease		
Heart trouble or heart attacks			Anemia		
High Blood Pressure			Excessive bleeding after tooth extraction		
Awakening in the night smothering			Abnormal bruising or bleeding		
Heart murmur					
			ENDOCRINE		
GASTROINTESTINAL			Thyroid disease		
Peptic ulcer			Hormonal therapy		
Liver trouble			Diabetes		
Painful bowel movements					
Recent change in bowel habits			SKIN		
Frequent diarrhea			Hives, eczema or rash		
Heartburn or indigestion			Frequent infection or boils		
Does food stick in throat?			Jaundice		

ORANGE COUNTY NEUROSURGICAL ASSOCIATES

23961 Calle de la Magdalena Ste 405, Laguna Hills, Ca 92653

PATIENT INFORMATION FORM

PLEASE PRINT OR WRITE LEGIBLY (black or blue pen only)

I AM SEEING (check one) _____ DR. MASSOUDI _____ DR. JACKSON _____ DR. LIAUW

I WAS REFERRED BY _____ PH () _____ - _____

Patient _____ **SEX** (circle) M F
 (LEGAL NAME) LAST FIRST MI

Address _____ **APT #** _____
 STREET

CITY STATE ZIP CODE EMAIL

Phone _____
 HOME CELL WORK

Date of Birth _____ **Age** _____ **Social Security #** _____ - _____ - _____

Employer _____ **Occupation** _____

EMPLOYER ADDRESS _____ **CITY** _____ **STATE** _____ **ZIP** _____

Race (check one) _____ White _____ Black/African American _____ America Indian/Alaska Native _____ Asian
 _____ Native Hawaiian /Pacific Islander _____ Middle Eastern/Persian _____ **DECLINE**

Ethnicity (check one) _____ Hispanic or Latino _____ Not Hispanic or Latino _____ **DECLINE**

Emergency Contact _____ **Relationship** _____

Phone _____
 HOME CELL

Spouse (or Parent, if minor) _____ **Ph** () _____ - _____

INSURANCE (circle one) Medicare PPO HMO POS EPO WC PI Medi/Medi Medi-Cal Cash
Marital status: Single ___ Married ___ Divorced ___ Widowed ___ Domestic Partner ___ Separated ___
 Other _____

Primary Insurance _____ **Ph** () _____

Name of Insured _____ **SELF SPOUSE PARENT other** **DOB** _____

Subscriber ID # _____ **Group #** _____

Secondary Insurance _____ **Ph** () _____

Name of Insured _____ **SELF SPOUSE PARENT other** **DOB** _____

Subscriber ID# _____ **Group #** _____

Financially responsible Party: _____ **Relationship** _____

I hereby assign the insurance benefits to which I am entitled to, directly to Robert J. Jackson, M.D., Farzad Massoudi, M.D., or Jason A. Liauw, M.D. I understand that I am financially responsible for all charges. I authorize release of medical records and information regarding medical history that is requested by the insurance company. A Photostat of this authorization is accepted with the same authority as the original.

Signature _____ Date _____

Print Name _____

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23961 Calle de la Magdalena Suite 405, Laguna Hills, Ca 92653

Tel: (949)588-5800 Fax: (949)380-3344

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PAYMENT POLICY

It is the policy of OCNA to receive payment in full at the time services are rendered unless other arrangements have been made in advance.

If you wish for our office to bill an insurance company, a copy of the insurance card (front and back) and/or complete billing information is required and must be presented before services are rendered. The billing information required is the correct billing name, address, phone number, the I.D./subscriber number, and group/policy number. We also need the name of the insured along with the date of birth and name of employer.

Enrollment in an insurance plan is not a guarantee of payment.

Deductibles, out-of-pocket, co-payments and patient responsibility amounts are due at the time of services.

OCNA does not assume responsibility for verification of insurance benefits and/or coverage. Please contact your insurance company to verify your benefits and doctor participation in your plan **BEFORE** services are rendered. This also applies to any facility or provider your Doctor may refer you to.

Any portion of the balance not paid by the insurance company due to patient co-pays, deductible amounts, noncovered services, services deemed by the insurance company not medically necessary, doctor nonparticipation in a plan or any other reason for nonpayment or reduced payment is the responsibility of the patient or the responsible party. It is the policy of this medical group to receive payment in full 90 days from the date of service.

HMOs and other insurance plans that require an authorization for treatment from Primary Care Physician or other source must send written (or faxed) authorization for treatment to our office prior to services being performed. Self-referrals and services provided by out of network providers are usually not covered.

Authorization does not guarantee payment by the insurance company.

A statement of charges will be sent to the patient or responsible party each month showing the portion billed to the insurance company and the patient due balance. Balance is due and payable 90 days from the date of service. Delinquent balances may be referred to an outside agency for collection.

We accept cash, check, money order and debit/credit card (VISA, MasterCard or Discover) as your payment. **If paying with check, the check should be made out to the doctor rendering the services.** If you do not have insurance and are paying cash for you visit, we **DO NOT** accept checks; you must pay with cash or credit/debit card.

The fee for a returned check is \$45.00.

Fee for medical records copy is \$25.00 plus .25cents per page. Fee for EDD forms/or any forms that need to be filled out by the doctor is determined by the doctor due to length of form(s). Patient will be notified of fees and payment is due before forms are rendered to patient.

I have read the above policy and understand I am financially responsible for all medical services rendered.

SIGNATURE OF PATIENT OR RESPONSIBLE PARTY

DATE

PRINT PATIENT NAME

PRINT RESPONSIBLE PARTY (if other than patient)

ORANGE COUNTY NEUROSURGICAL ASSOCIATES

23961 Calle de la Magdalena Suite 405, Laguna Hills, CA 92653

Tel: (949)588-5800 Fax: (949)380-3345

Patient Consent for Use and Disclosure of Protected Health Information

With my consent, OCNA doctors and staff may use and disclose protected healthcare information (PHI) about me to carry out treatment, payment and healthcare operations (TPO). Please refer to OCNA Notice of Privacy Practices for a more complete description of such uses and disclosures.

I have the right to review the Notice of Privacy Practices prior to signing this consent. OCNA., reserves the right to revise its Notice of Privacy Practices at any time. A revised Notice of Privacy Practices may be obtained by forwarding a written request to OCNA at 23961 Calle de la Magdalena Ste 405, Laguna Hills CA 92653.

With my Consent OCNA may mail to my home or other designated location any items that assist the practice in carrying out TPO, such as patient statements.

With my consent, OCNA doctors may call my home or any other designated location and leave a message on voicemail or in person in reference to any items that assist in carrying out TPO, such as appointment reminders, insurance items and any call pertaining to my clinical treatment, including but not limited to: laboratory or radiological findings.

By signing this form, I am giving consent to OCNA doctors and staff for the use and disclosure of my PHI to carry out treatment, payment and healthcare operations.

I may revoke my consent in writing except to the extent that the practice has already made disclosures in reliance upon this prior consent. OCNA doctors may decline treatment to me without this signed consent.

I authorize OCNA doctors and staff to give the following person/people information about my medical records, billing information, and or prescription pick up (please print name and write the relationship to the patient):

Signature of Patient

Date

Patient's Name (Print)

Responsible Party, if applicable (Print)

PHYSICIAN-PATIENT ARBITRATION AGREEMENT

Article 1: **Agreement to Arbitrate:** It is understood that any dispute as to medical malpractice, that is as to whether any medical services rendered under this contract were unnecessary or unauthorized or were improperly, negligently, or incompetently rendered, will be determined by submission to arbitration as provided by California law, and not by a lawsuit or resort to court process except as California law provides for judicial review or arbitration proceedings. Both parties to this contract, by entering into it, are giving up their constitutional rights to have any such dispute decided on a court of law before a jury, and instead are accepting the use of arbitration.

Article 2: **All Claims Must be Arbitrated:** It is the intention of the parties that this agreement bind all parties whose claims may arise out of or related to treatment or service provided by the physician including any spouse or heirs of the patient and any children, whether born or unborn, at the time of the occurrence giving rise to any claim. In the case of any pregnant mother, the term "patient" herein shall mean the mother and the mother's expected child or children.

All claims for monetary damages exceeding the jurisdictional limit of the small claims court against the physician, and the physician's partners, associates, association, corporation or partnership, and the employees, agents and estates of any if them, must be arbitrated including, without limitation, claims for loss of consortium, wrongful death, emotional distress or punitive damages. Filing of any court by the physician to collect any fee from the patient shall not waive the right to compel arbitration of any malpractice claim.

Article 3: **Procedures and Applicable Law:** A demand for arbitration must communicate in writing to all parties. Each party shall select an arbitrator (party arbitrator) within thirty days and a third arbitrator (neutral arbitrator) shall be selected by the arbitrators appointed by the parties within thirty days of a demand for a neutral arbitrator by either party. Each party to the arbitration shall pay such party's pro rata share of the expenses and fees of the neutral arbitrator, together with other expenses of the arbitration incurred or approved by the neutral arbitrator, not including counsel fees or witness fees, or other expenses incurred by a party for such party's own benefit. The parties agree that the arbitrators have the immunity of a judicial officer from civil liability when acting in the capacity of arbitrator under this contract. This immunity shall supplement, not supplant, any other applicable statutory or common law.

Either party shall have the absolute right to arbitrate separately the issues of liability and damages upon written request to the neutral arbitrator.

The parties consent to the intervention and joinder in this arbitration of any person or entity which would otherwise be a proper additional party in a court action, and upon such intervention and joinder any existing court action against such additional person or entity shall be stayed pending arbitration.

The parties agree that provisions of California law applicable to health care providers shall apply to disputes within this arbitration agreement, including, but not limited to, Code of Civil Procedure Section 340.5 and 667.7 and Civil Code Sections 3333.1 and 3333.2. Any party may bring before the arbitrators a motion for summary judgment or summary adjudication in accordance with the Code of Civil Procedure. Discovery shall be conducted pursuant to Code of Civil Procedure section 1283.05, however, depositions may be taken without prior approval of the neutral arbitrator.

Article 4: **General Provisions:** All claims based upon the same incident, transaction or related circumstances shall be arbitrated in one proceeding. A claim shall be waived and forever barred if (1) on the date notice thereof is received, the claim, if asserted in a civil action, would be barred by the applicable California statute of limitations, or (2) the claimant fails to pursue the arbitration claim in accordance with the procedures prescribed herein with reasonable diligence. With respect to any matter not herein expressly provided for, the arbitrators shall be governed by the California Code of Civil Procedure provisions relating to arbitration.

Article 5: **Revocation:** This agreement may be revoked by written notice delivered to the physician within 30 days, or signature. It is the intent of this agreement to apply to all medical services rendered any time for any condition.

Article 6: **Retroactive Effect:** If patient intends this agreement to cover services rendered before the date it is Effective as of the date of first medical services.

Patient's or Patient Representative's Initials

If any provision of this arbitration agreement is held invalid or unenforceable, the remaining provisions shall remain in full force and shall not be affected by the invalidity of any other provision.

I understand that I have the right to receive a copy of this arbitration agreement. By my signature below, I acknowledge that I have received a copy.

NOTICE: BY SIGNING THIS CONTRACT YOU ARE AGREEING TO HAVE ANY ISSUE OF MEDICAL MALPRACTICE DECIDED BY NEUTRAL ARBITRATION AND YOU ARE GIVING UP YOUR RIGHT TO A JURY OR COURT TRIAL. SEE ARTICLE 1 OF THIS CONTRACT.

By: _____
Physician's or Authorized Representative's Signature (Date)

By: _____
Patient's or Patient Representative's Signature (Date) By: _____
Print Patient's Name

Print or Stamp Name of Physician,
Medical Group or Association Name

(If Representative, Print Name and Relationship to Patient)

A signed copy of this document is to be given to Patient. Original is to be files in Patient's medical records.