Client Information

Date: _____

Client Name: _____ Date of Birth: _____

Address: _____ City: _____ Zip: _____

Home Phone: _____ Referred by: _____

Primary Physician: _____ Current Medication: _____

Allergies to Medication: _____

Emergency Contact: _____

Relationship to Client: _____ Phone No.: _____

Responsible Party: ( ) Self ( ) Spouse ( ) Parent

Name: _____ Address: _____

Social Security Number of Responsible Party: _____

His/Her Employer: _____ Address: _____

His/Her Job Title: _____ Work Phone: _____

Health Insurance: _____ Group No: _____

Please list each professional, program, or hospital that has provided behavioral health services to you or your family. If you don't have their current addresses, please bring this information to the next appointment.

Professional/Program or Hospital Address/Location Dates

Close Family Members (Parents, Siblings, Spouse, Children, etc.)

Name Relationship Age Any Mental Health, Drug/Alcohol Problems

_____
_____
_____
_____

Client Name: _____ Date: _____

Client Information

Reason for seeking help. Current problems experienced by the Client. Please circle any relevant problems.

Sadness Anxiety Drug Abuse Parenting Spouse Stress Limited Communications
Behavior problems Sexual behavior Anger control Work conflicts Lonely Nightmares
Lack of energy Confused thinking Sexual dysfunction Marriage problems Family conflicts
Stealing Sibling conflicts Physical abuse Criminal/delinquent behavior Assertiveness
Co-dependency Panic attacks Fears Compulsive behavior Underachievement Hyperactivity
Short Attention Eating disorder Stuttering Apathy Job Stress Learning disability
Financial problems Physical disability Death/loss Spirituality Weight/appearance Legal problems

My Goals for Treatment:

_____
_____
_____
_____
_____
_____
_____
_____

INFORMED CONSENT FOR TREATMENT

I_____DOB_____SSN:_____

1. **I have been informed of my rights and responsibilities as a patient of Dr. Tracy L. Heinz, Psy.D.**

2. **I have been informed about the limits of confidentiality of my records.**

3. **I have been informed of the cost of services from Tracy L. Heinz I understand that I am responsible to pay a co-pay and that it is payable each time I come for treatment.**

4. **I have been informed about Dr. Tracy L. Heinz's qualifications.**

5. **I understand that I may address any concerns or grievances with my therapist/doctor at any time. I understand that I may also contact the licensing board which regulates therapist's/doctor's professional practice.**

6. **I am freely choosing to enter into treatment, and I understand that I may discontinue treatment at any time however, I agree to let Dr. Heinz know before stopping treatment.**

7. **I agree that if at any time I feel that I may be a threat to myself or others I will call Dr. Heinz or Banner Helpline (602) 254-4357 before calling 911**

8. **I give my authorization and consent to receive outpatient diagnostic and treatment services from Dr. Tracy L. Heinz. I understand that my therapist/doctor believes that this treatment will help me and there is no guarantee as to the result. I also understand that on occasion there are negative consequences to treatment and I agree to inform Dr. Tracy L. Heinz if there are unexpected changes in my condition.**

_____

Signature of patient or legal consenter **Date_____**

_____

Signature of staff providing the information

PATIENT LETTER OF AGREEMENT

INSURANCE BILLING AND PAYMENT POLICY

PLEASE INITIAL EACH ITEM BELOW

_____ I request Dr. Tracy L. Heinz, Psy.D to submit billing on my behalf directly to my Insurance Carrier.

_____ I acknowledge that payment for services will be forwarded directly to your provider.

_____ I authorize the release of any information necessary to process the claim for payment.

_____ Payment liability for Non-insured patients and for charges of DENIED services rests with the patient, or responsible party, who is the beneficiary of those services.

_____ I agree to be personally responsible for payment of those services, as well as, any legal fees, court costs, collection fees, and late fees connected with collection of payment.

_____ I agree to pay a **$25.00** fee for any personal checks returned for insufficient funds.

_____ I agree that the person who brought the child in to see the doctor, is responsible for all the fees associated with the visit.

APPOINTMENT POLICY

_____ The cooperation of each patient is necessary to assure that everyone's needs are met. Frequently, patients are placed on a "waiting list" for appointment cancellations. It is therefore necessary that every consideration be given to avoid missed appointments that could be used by someone else.

_____ Each patient is responsible for keeping appointments with his or her provider. If it becomes necessary to break an appointment, it is EXPECTED that a patient contact this office 24 hours in ADVANCE of scheduled appointment.

_____ If a patient misses his or her scheduled appointment or fails to provide **24 hours advance notice**, there will be a charge of **$50.00**. This charge will not and cannot be billed to your insurance company. You are personally responsible for this charge. **In the event my account is turned over for collection. I understand that I will be responsible for all collection costs.**

SIGNATURE OF AGREEMENT _____

DATE _____

WITNESSED BY: _____

DATE _____

Tracy L Heinz Psy.D.

Consent For Treatment of Minors (Under 18)

Child's Name _____ Date of Birth _____

I/We _____ am/are the legal custodial

parents/guardians of _____ and give my/our

permission to Dr. Tracy L. Heinz Psy.D to provide psychological services to my/our child.

If the child's biological parents are not together, please complete:

What is the custody arrangement of this child? (Joint or sole Custody?) _____

Who is primary custodian? _____

If applicable, please describe the child's current visitation schedule: _____

_____

_____

Signatures:

_____	_____	_____
Parent Signature	Parent Printed Name	Date
_____	_____	_____
Parent Signature	Parent Printed Name	Date

Tracy L. Heinz, Psy.D.

CHILDHOOD HISTORY FORM

Child's Name_____ Birth Date_____ Age_____ Sex____
Home Address_____
Street
_____Home Phone_____
City State Zip Area Code
Child's School_____
Name Address
Grade _____ Special Placement (if any) _____
Child is presently living with
__Natural Mother __Natural Father __Stepmother ___Stepfather ___Foster Mother __Foster Father

__Adoptive Mother __Adoptive Father ___Other (Specify) _____

Non-residential adults involved with this child on a regular basis:
_____
_____

Source of Referral: Name _____
_____
Address Phone
Briefly state the main problem of this child:
_____
_____

PARENTS
Mother _____ Occupation _____ Bus. Phone_____
Age _____ Age at time of pregnancy with patient _____
School: Highest grade completed _____
Any learning problems/Attention problems/behavior problems _____
_____
Medical Problems _____
Have any of your blood relatives experienced problems similar to those your child is experiencing? If so, describe: _____
_____
Father _____ Occupation _____ Bus. Phone_____
Age _____
School: Highest grade completed _____
Any learning problems/Attention problems/behavior problems _____
_____
Medical Problems _____
Have any of your blood relatives experienced problems similar to those your child is experiencing? If so, describe: _____
_____

SIBLINGS
Name Age Medical, Social, or School Problems
_____
_____
_____
_____

Pregnancy- Complications
Excessive vomiting _____ Hospitalization required _____
Excessive staining/Blood loss_____Threatened miscarriage_____

Infection(s) (specify) _____
Toxemia _____ Operation(s) (specify) _____
Other illness(es) (specify) _____
Smoking during pregnancy? _____ # cigarettes per day_____
Alcoholic consumption during pregnancy Yes/No If yes, how often? _____
Medication taken during pregnancy _____
X-ray studies during pregnancy _____
Duration of pregnancy (weeks) _____

DELIVERY

Type of labor: __Spontaneous __Induced Duration (hrs.)_____
Type of delivery: __Normal __Breech __Caesarean
Complications: __Cord around neck __Hemorrhage __Infant injured during delivery
Other _____ Birth Weight _____

POST DELIVERY PERIOD

Jaundice __ Cyanosis (turned blue) __ Incubator Care __ Infection(specify)_____
Number of days infant was in the hospital after delivery_____

INFANCY PERIOD

Were any of the following present, to a significant degree, during the first year of life? If so, describe:
Did not enjoy cuddling _____
Was not calmed by being held or stroked _____
Difficult to comfort _____
Colic _____ Excessive restlessness_____
Excessive irritability _____
Diminished sleep _____
Frequent head banging _____
Difficult nursing _____
Constantly into everything _____

TEMPERAMENT

Please rate the following behaviors as your child appeared during infancy and toddlerhood:
Activity level: _____
Distractibility:_____
Adaptability:_____
Approach/Withdrawal:_____
Intensity:_____
Mood: _____

MEDICAL HISTORY

If you child's medical history includes any of the following, please note the age when the incident or illness occurred and any other pertinent information:
Childhood diseases: _____
Operations:_____
Hospitalizations: _____
Head injuries: _____
Convulsions _____ With fever _____ Without fever_____
Coma _____ Persistent high fever _____ Eye Problems _____
Tics (i.e., eye blinking, sniffing, any repetitive, no-purposeful movements)_____
Ear Problems _____Allergies or Asthma _____
Poisoning _____
Sleep – Does your child settle down to sleep? _____Sleep through the night without disruption? _____
Experience nightmares, night terrors, sleep walking, sleep talking? _____
Is your child a very restless sleeper? _____ Does you child snore? _____
Appetite - _____

PRESENT MEDICAL STATUS
Height _____ Weight _____ Present illness child is being treated for _____
Medicine child takes regularly _____

DEVELOPMENTAL MILESTONES

If you can recall, record the age at which your child reached the following developmental milestones. If you cannot recall exactly, check items at right:

	Age	Early	Normal	Late
Smiled				
Sat without support				
Crawled				
Stood without support				
Walked without assistance				
Spoke first words				
Said phrases				
Said sentences				
Bladder trained, day				
Bladder trained, night				
Bowel trained, day				
Bowel trained, night				
Rode tricycle				
Rode bicycle (without training wheels)				
Buttoned clothing				
Tied shoelaces				
Named colors				
Named coins				
Said alphabet in order				
Began to read				

COORDINATION
Rate your child on the following skills:

	Good	Average	Poor
Walking			
Running			
Throwing			
Catching			
Shoelace Tying			
Buttoning			
Writing			
Athletic Abilities			
Excessive number of accidents compared to other children			

COMPREHENSION AND UNDERSTANDING
Do you consider your child to understand direction and situation as well as other children his or her age?
If not, why not? _____
How would you rate your child's overall intelligence compared to other children?
Below_____ Above Average_____ Average_____

SCHOOL HISTORY
Were you concerned about your child's ability to succeed in kindergarten? If so, please explain:
_____
_____
Rate you child's school experience related to academic learning:

	Good	Average	Poor
Pre-school			
Kindergarten			

Current grade _____
To the best of your knowledge, at what grade level is your child functioning:
Reading _____ Spelling_____ Arithmetic_____
Has you child ever had to repeat a grade? If so, when? _____
Present class placement: Regular class _____ Special Class (if so, specify)_____
_____
Kinds of special counseling or remedial work your child is currently receiving
_____
Describe briefly any academic school problems _____
_____
Rate your child's school experiences related to behavior

	Good	Average	Poor
Pre-school			
Kindergarten			
Current grade			

Does your child's teacher describe any of the following as significant classroom problems?
Doesn't sit still in his or her seat _____
Frequently gets up and walks around classroom _____
Shouts out. Doesn't wait to be called on _____
Won't wait his/her turn_____
Doesn't cooperate well in group activities_____
Typically does better in one-to-one relationship_____
Doesn't respect the rights of others_____
Doesn't pay attention during storytelling or show and tell_____
Any other classroom behavioral problems_____
_____

PEER RELATIONSHIPS
Does your child seek friendships with peers? _____
Is your child sought by peers for friendship? _____
Does your child play with children primarily his or her own age? _____
Describe any problems your child is having with peers? _____
_____

HOME BEHAVIOR
All children exhibit, to some degree, the behaviors listed below. Check those that you believe your child exhibits to an excessive or exaggerated degree when compared to other children his or her own age.
Fidgets with hands feet or squirms in seat ____
Has difficulty remaining seated when required to do so ___
Easily distracted by extraneous stimulation ____
Has difficulty awaiting his turn in games or group situations ____
Blurts out answers to questions before they have been completed ____
Has problems following through with instructions (usually not due to opposition or failure to comprehend) ___
Has difficulty paying attention during tasks or play activities ___
Shifts from one uncompleted activity to another ___
Has difficulty playing quietly ___
Often talks excessively ____
Interrupts or intrudes on others (impulsive) ____
Does not appear to listen to what is being said ___
Does things necessary for tasks or activities in home ___
Boundless energy and poor judgment ____
Impulsivity (poor self-control) ___
History of temper tantrums ___
Temper outbursts ____

Frustrates easily ___
Sloppy table manners ____
Sudden outbursts of physical abuse of other children ____
Acts like he or she is driven by a motor ____
Wears out shoes more frequently than siblings ___
Excessive number of accidents ____
Doesn't seem to learn from experience ____
Poor memory ____
A "different child" ____
How well does you child work for rewards? _____
Does your child create more problems, either purposeful or non-purposeful, within the home setting than his or her siblings? _____
Does your child have difficulty benefiting form his experiences? _____
Types of discipline used with your child _____
Is there a particular form of discipline that has proven effective? _____
Have you participated in a parenting class or obtained other forms of information concerning discipline and behavior management? _____

INTERESTS AND ACCOMPLISHMENTS
What are you child's main hobbies and interests? _____
_____
What are your child's greatest accomplishments? _____
_____
What does your child enjoy doing most? _____
_____
What does your child dislike doing most? _____
_____
What do you like most about your child? _____
_____

LIST ANY OTHER PROFESSIONALS CONSULTED (including family doctor)
_____
_____
_____

ADDITIONAL REMARKS:
_____
_____
_____
_____
_____
_____

Tracy L Heinz, Psy.D
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List of Medicines

List/Name of Meds	Dosage	Reason for Taking
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		