

BILLING INFORMATION FORM

CLIENT: _____ GENDER: F M BIRTHDATE: _____

HOME PHONE: () _____ WORK PHONE:() _____ EXT: _____
May we identify Cornerstone? _____ May we contact you at work? _____

HOME ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

EMPLOYER: _____ SOC. SEC. #: _____

SPOUSE'S NAME: _____ WORK PHONE:() _____

SPOUSE'S EMPLOYER: _____

NEAREST RELATIVE NOT LIVING WITH YOU: _____ PHONE: () _____

PHYSICIAN: _____ PHONE: () _____

IN EMERGENCY CONTACT: _____ PHONE: () _____

WHO REFERRED YOU? _____

MAY WE THANK THEM? [] YES (SIGNATURE) _____ [] NO

I WILL BE PAYING TODAY BY:[] CASH [] CHECK [] MASTERCARD OR VISA

INSURED PARTY: _____ BIRTHDATE: _____

EMPLOYER: _____ SOC. SEC. #: _____

INSURANCE CO: _____

CLAIMS ADDRESS: _____

INS. CO. PHONE: () _____ POLICY: _____

I understand and agree that regardless of my insurance status I am ultimately responsible for the balance on my account for any professional services rendered, and that payment is due at the time those services are rendered. I understand that the hourly rate for the requested services is \$100.00; \$120 for diagnostic session. I further understand that the initial one to three sessions are for the purpose of evaluation (i.e., to determine whether or not a treatment relationship will be established) and as such do not guarantee acceptance as a Cornerstone client. I have read all the information on both sides of this sheet and agree to the conditions set forth. I certify this information is true and correct to the best of my knowledge and will notify you of any changes in my status or the above information.

SIGNATURE: _____ DATE: _____

WITNESS: _____ DATE: _____

CORNERSTONE COUNSELING OF ASHLAND, LLC

502 Claremont Ave.
Ashland, OH 44805
419.289.1876

INSURANCE SIGNATURE REQUIREMENT
(in lieu of insurance form)

Client: _____

AUTHORIZATION TO RELEASE INFORMATION: I hereby authorize Cornerstone Counseling of Ashland, LLC to release any information acquired pertaining to the billing process.

Client (or guardian)

Date

AUTHORIZATION TO PAY BENEFITS TO PROVIDER OF SERVICE:
I authorize payment of medical benefits to Cornerstone Counseling of Ashland, LLC for services rendered.

Client (or guardian)

Date

ACKNOWLEDGEMENT OF FINANCIAL RESPONSIBILITY

The counselors at Cornerstone Counseling of Ashland operate on a value system rooted in helping. We respectfully ask that you help us to help you and do your best to attend all scheduled appointments. **If for any reason you are unable to attend a session, we require a call at least 24 hours before the scheduled session. A no-show charge of \$50.00 will be billed in the case of a missed appointment and sessions canceled on the day of the appointment will receive a late cancellation fee at your counselor's discretion.** These additional fees are not covered by insurance and must be paid in full before any additional appointments can be scheduled.

We offer reminder phone calls before your appointment, but there may be times we are unable to reach you. It is important to understand that your counselor has set aside an hour just for you and you are still responsible for the appointments that you set.

I would like to receive reminder phone calls prior to my scheduled appointments.

NO _____ YES _____ Preferred Phone Number _____

APPOINTMENTS AND FEE'S

First 50 minute appointment with therapist	\$120.00
Regular 50 minute session with therapist(individual, couples, or family)	\$100.00
Group therapy session	\$50.00
Testing (MMPI) - Not billable to insurance	\$75.00
Court testifying, depositions, and any court related work	\$125.00/hr
No Show/Late Cancellation - Not billable to insurance	\$50.00

I understand what I have read and I acknowledge that I am financially responsible.

Client Signature

Client Printed Name

Date

Name _____ Date _____

PERSONAL WELLNESS SURVEY

Scoring Key: 1= no symptoms, 2= Mild symptoms, 3= Moderate symptoms, 4= Serious symptoms
5= Severe symptoms

Migraine Headaches	1 2 3 4 5	Epilepsy/Convulsions	1 2 3 4 5
Colon or Bowel Trouble	1 2 3 4 5	Diabetes	1 2 3 4 5
Stomach/Duodenal Ulcer	1 2 3 4 5	Hyperglycemia	1 2 3 4 5
Acid Reflux	1 2 3 4 5	Hypoglycemia	1 2 3 4 5
Heart Burn	1 2 3 4 5	Joint Pain	1 2 3 4 5
Inflammation	1 2 3 4 5	Back Pain	1 2 3 4 5
Hearing Loss	1 2 3 4 5	Eye Problems	1 2 3 4 5
Angina	1 2 3 4 5	High Blood Pressure	1 2 3 4 5
Heart murmur	1 2 3 4 5	Irregular Heart Beat	1 2 3 4 5
Kidney/Bladder Infections	1 2 3 4 5	Arthritis	1 2 3 4 5
Emphysema	1 2 3 4 5	Underactive Thyroid	1 2 3 4 5
Dermatitis	1 2 3 4 5	Overactive Thyroid	1 2 3 4 5
Overweight	1 2 3 4 5	Sleeping too little	1 2 3 4 5
Underweight	1 2 3 4 5	Sleeping too much	1 2 3 4 5
Low energy	1 2 3 4 5	Feeling "Wired"	1 2 3 4 5
PMS	1 2 3 4 5	Feeling "Foggy"	1 2 3 4 5
Menstrual Difficulties	1 2 3 4 5	Feeling Anxious	1 2 3 4 5
Hot Flashes	1 2 3 4 5	Feeling Depressed	1 2 3 4 5

Current Medications:

Name _____ Amount _____ Purpose _____

Name _____ Amount _____ Purpose _____

Name _____ Amount _____ Purpose _____

Chronic Illness _____ Surgery for _____

Miscarriage or Abortion _____ Infertility _____

Do you smoke? Yes No How much? _____ Age at first cigarette? _____

If you smoked in the past, at what age did you quit? _____

Do you drink alcohol? Yes No How much? _____ Age at first drink? _____

If you drank in the past, at what age did you quit? _____

Do you use street drugs? Yes No Age at first use? _____

If you used street drugs in the past, at what age did you quit? _____

What drugs have you used? _____

When? _____ How much? _____

Do you have any sexual concerns? Yes No

Have you ever had any contact with the police/legal system? Yes No

During the past week: 1= None, 2= Very Little, 3= Some, 4= Occasionally, 5= Frequently, 6= A lot

How concerned or worried have you been about your health? 1 2 3 4 5 6

How anxious, nervous or tense have you been? 1 2 3 4 5 6

How much have you been bothered by feelings of guilt 1 2 3 4 5 6

Have you ever felt super-efficient or like you have unlimited energy,
special talents or powers? 1 2 3 4 5 6

How depressed have you felt? 1 2 3 4 5 6

How irritable or angry have you been? 1 2 3 4 5 6

How much distrust of others have you felt? 1 2 3 4 5 6

Did you hear or see things around you that others did not see? 1 2 3 4 5 6

How much difficulty have you had with your thinking? 1 2 3 4 5 6

Is there anything else you would like your therapist to know? _____

CORNERSTONE COUNSELING OF ASHLAND, LLC

PERSONAL INFORMATION QUESTIONNAIRE

Name: _____ Age: _____ Date: _____

What goal or goals would you like to accomplish while in counseling? _____

What are your strengths?

Have you ever been to a counselor before? _____ When? _____ Where? _____

What did you learn from your previous counseling sessions? _____

Married _____ Widowed _____ Single _____ Separated _____ Divorced _____

If you are in a relationship, is your relationship? _____ Good _____ Fair _____ Poor _____ Very Poor

If you have children, please indicate how many, their names, how old and if they are still dependent on you or if they have left home. _____

How would you describe your father? _____

How would you describe your Mother? _____

Please describe any brothers and sisters that you may have. _____

Who is or was the most supportive person in your life? _____

What level of education have you completed? _____ Major? _____

What do you remember about your school experience? _____

How would you describe your childhood? _____

Were there any childhood experiences that continue to be of concern to you? _____ Yes _____ No

Would you say you remember your childhood _____ A lot _____ Some _____ Not Much _____ Nothing

Would you say your childhood memories are _____ Pleasant _____ Average _____ Painful

Do you feel that you have been abused? (bullied or discriminated against)

_____ Yes _____ No _____ I'm not sure

Have you ever been suicidal? _____ Yes(past) _____ Yes (present) _____ No

_____ I think about it sometimes but I would never do it.

If yes, please describe _____

If you are currently employed, please describe your work environment? _____

Do you enjoy your current occupation? _____

How do you get along with your coworkers? _____

Did you serve in the military? _____ Yes _____ No, Where stationed? _____ When _____

How would you describe the spiritual aspect of your life?

_____ Very Important _____ Important _____ Unimportant _____ Painful _____ Unnecessary

Do you currently attend church? _____ Yes _____ No Denomination? _____

Is your faith/spirituality helpful to you? _____ A lot _____ A little _____ Not at all.

Do you have any plans for the future? _____ Yes _____ No Please explain: _____