

Neurosurgical Specialists of El Paso, PLLC
Dr. Helson Pacheco-Serrant
(915) 351-1444

Date: ____/____/____ **E-mail:** _____ **Cell Phone:** (____) ____-_____
(FECHA DE HOY) (CORREO ELECTRONICO) (TELEFONO CELULAR)

Patient's Name: _____ **SS#:** ____-____-_____
(NOMBRE DEL PACIENTE) (SEGURO SOCIAL)

Address: _____ **Home Phone:** (____) ____-____ **DOB:** ____/____/_____
(DOMICILIO) (TELEFONO DE CASA) (FECHA DE NACIMIENTO)

City, State: _____ **ZIP:** _____ **Gender:** Female Male
(CIUDAD Y ESTADO) (CODIGO)

Employer: _____ **Work Phone:** (____) ____-____ **Occupation:** _____
(EMPLEADOR) (TELEFONO DE EMPLADOR) (OCUPACION)

Work Address, City, State: _____
(DOMICILIO DE EMPLADOR, CIUDAD, Y ESTADO)

WHO REFERRED YOU HERE:

Brochure/Family/YellowPages/Newspaper/Hospital/Doctor: _____

QUIEN LE REFIRIO AQUI:

Folleto/Familia/Pagina Amarillas/Periodico/Hospital/Doctor: _____

Date of Accident or Injury: ____/____/____ **Hurt on the Job** ___Yes/Si ___ No **MVA** ___ Yes/Si ___ No
(FECHA DE ACCIDENTE) (FUE LASTIMADO EN EL TRABAJO) (ACCIDENTE DE VEHICULO DE MOTOR)

Emergency Contact Name: _____ **Phone Number:** (____) ____-_____
(EN CASO DE EMERGENCIA A QUIEN NOTIFICAMOS) (TELEFONO DE CASA/CELULAR)

Emergency Contact Relationship to Patient: _____
(RELACION AL PACIENTE)

PRIMARY INSURANCE INFORMATION
(INFORMACION DE ASEGURANZA PRIMARIA)

(provide your insurance card to the front desk at check-in)

Insurance Company: _____ **Phone Number:** (____) ____-_____
(COMPANIA DE ASEGURANZA Y TELEFONO DE ASEGURANZA)

Name of Insured: _____ **Patient Relationship to Insured:** _____
(NOMBRE DE LA PERSONA ASEGURADA) (RELACION AL PACIENTE)

Subscriber ID (Policy #): _____ **Group ID:** _____ **Social Security:** ____/____/_____
(IDENTIFICACION DE POLIZA) (NUMERO DE GRUPO) (SEGURO SOCIAL)

Effective Date: _____ **Date of Birth** ____/____/____ (FECHA DE NACIMIENTO)

SECONDARY INSURANCE INFORMATION
(INFORMACION DE ASEGURANZA SECUNDARIA)

(provide your insurance card to the front desk at check-in)

Insurance Company: _____ **Phone Number:** (____) ____-_____
(COMPANIA DE ASEGURANZA Y TELEFONO DE ASEGURANZA)

Name of Insured: _____ **Patient Relationship to Insured:** _____
(NOMBRE DE LA PERSONA ASEGURADA) (RELACION AL PACIENTE)

Subscriber ID (Policy #): _____ **Group ID:** _____ **Social Security:** ____/____/_____
(IDENTIFICACION DE POLIZA) (NUMERO DE GRUPO) (SEGURO SOCIAL)

Effective Date: _____ **Date of Birth** ____/____/____ (FECHA DE NACIMIENTO)

I agree that the information supplied on this form is accurate and up-to-date to the best of my knowledge.

(ESTOY DE ACUERDO EN QUE LA INFORMACION FACILITADO EN ESTE FORMULARIO ES PRECISA Y HASTA LA FECHA A LO MEJOR DE MI CONOCIMIENTO.

Patient Signature _____

Date: _____



NEUROSURGICAL
SPECIALISTS
OF EL PASO, PLLC

Helson Pacheco-Serrant, MD

Neurosurgical Specialists of El Paso, PLLC
Dr. Helson Pacheco-Serrant
(915) 351-1444

1. I authorize **Neurosurgical Specialists of El Paso, PLLC** to file insurance forms on my behalf. I request that payment under Medicare or any other health insurance be made directly to **Neurosurgical Specialists of El Paso, PLLC**. In the event the policy requires payment to the patient, the check must be mailed to the patient in the care of **Neurosurgical Specialists of El Paso, PLLC, 1700 N. Oregon St., Suite 660 El Paso, TX 79902**.

Yo autorizo a este centro interno del paso a los formularios de seguros de archive en mi nombre. Solicito que el pago en virtud de Medicare o de cualquier otro seguro de salud se haga directamente al centro interno de **Neurosurgical Specialists of El Paso, PLLC**. En el caso de la politica de exigir el pago al paciente, el cheque debe enviarse por correo al paciente en el cuidado de **Neurosurgical Specialists of El Paso, PLLC, 1700 N. Oregon St., Suite 660 El Paso, TX 79902**.

Signature: _____ Date: ____/____/____
(FIRMA) (FECHA)

2. I hereby authorize **Neurosurgical Specialists of El Paso, PLLC**, to file Medicare or other health insurance forms on my behalf with assignment of benefits as indicated.

Yo autorizo el centro interno del **Neurosurgical Specialists of El Paso, PLLC**, en el archive de Medicare o de otros formularios de seguros en mi nombre con la asignacion de beneficios, como se indica.

Signature: _____ Date: ____/____/____
(FIRMA) (FECHA)

3. I hereby authorize **Neurosurgical Specialists of El Paso, PLLC**, to furnish or disclose any information in regard to my illness or treatment to any insurance company, government agency, employer, health professional, or attorneys.

Yo autorizo **Neurosurgical Specialists of El Paso, PLLC**, para proporcionar o reveler cualquier informacion con respeto a mi enfermedad o tratamiento a cualquier compania de seguros, Agencia gubernamental, empleador, profesionales de la salud, o abogados.

Signature: _____ Date: ____/____/____
(FIRMA) (FECHA)



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Notice of Form Fee

There will be a \$20.00 charge for completion of each disability (or other) forms, which is due at the time the form is brought into the office. Please allow 1 week from the time the form is brought in (and/or the time of the last office visit) for completion of the form so that the insurance clerk has all the necessary information to complete the form.

**Thank you,
Management**

Aviso De Cobro Para Formas

Habra un cargo de \$20.00 para la realizacion de cada forma de discapacidad y de cualquier otra forma, que es debida en el momento en que el formulario se pone en la oficina. Por favor permita una semana desde el momento en que el formulario es traído en (y/o el momento de la ultima visita de oficina) para la realizacion de la forma para que el empleado de seguro tiene toda la informacion necesaria para llenar el formulario.

**Gracias,
Administracion**

Signature: _____
(FIRMA)

Date: ____/____/_____
(FECHA)



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**Neurosurgical Specialists of El Paso, PLLC
Dr. Helson Pacheco-Serrant
(915) 351-1444**

Thank you for choosing **Neurosurgical Specialists of El Paso, PLLC**. We shall do our best to provide you with quality and courteous care of your neurological needs.

Gracias por elegir el **Neurosurgical Specialists of El Paso, PLLC**. Haremos nuestro mayor para proporcionar con calidad y amable atencion de su problema neurological.

Appointment Cancellation Policy

In order to best serve our patients, we respectfully request that appointments be kept as scheduled. Cancellations are accepted in advance of the appointment by telephone. We respectfully request 24 hour advance notice if you need to cancel your appointment.

Poliza de Cancelacion de Cita

Con el fin de servir mayor a nuestros pacientes, solicitamos respetuosamente que se mantengan las citas como estaba previsto. Las cancelaciones se aceptan antes de la cita por telefono. Respetuosamente solicitamos las 24 horas de antelacion si necesita cancelar su cita.

Medication Refill Policy

A 48 hour notice is needed for refill of medication. If appointments have been missed or cancelled or treatment is not current, medication may not be renewed. Pain medication needs to be filled from your Primary Physician or your Pain Management Physician. Medication will not be renewed when requests are called to the answering service after office hours or on weekends and holidays.

Poliza de Repuesto de Medicamentos

Un aviso de 48 horas es necesaria para el respuesto del medicamento. Si las citas se han perdido o cancelado o tratamiento no es actual, no se podra renovar su medicamento. No se renovara la medicacion cuando se llaman a las solicitudes para el servicio de contestadores despues de horas de oficina o en los fines de semana y dias festivos.

Signature: _____
(FIRMA)

Date: ____/____/_____
(FECHA)



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Neurosurgical Specialists of El Paso, PLLC
Helson Pacheco-Serrant, M.D.

CONSENT TO TREATMENT

Miguel Ponce, RN, SA-C, RNFA, CNOR (Registered Nurse, Surgical Assistant-Certified, Registered Nurse First Assistant, Certified Nurse Operating Room) working exclusively for Dr. Helson Pacheco-Serrant, as a Registered Nurse First Assistant, has obtained and acquired the necessary educational requirements and skills specific to the expanded role of RNFA clinical practice to function as an assistant in surgery during an operation. Along with first assisting the surgeon, Miguel Ponce’s responsibilities include: collaborating with the surgeon and other healthcare professionals for an optimal surgical outcome; evaluating the needs of the patient and of the surgical team throughout the surgical experience; performing follow-up care to evaluate the patient’s condition; and participating in discharge planning and postoperative teaching.

AORN official statement on RN First Assistants states: “Preoperative patient management in collaboration with other healthcare providers, including but not limited to:

- Performing preoperative evaluation/focused nursing assessment,
- Communicating/collaborating with other healthcare providers regarding the patient plan of care, and
- Writing preoperative orders according to established protocols,
- Intraoperative surgical first assisting, including but not limited to,
- Using instruments/medical devices, providing exposure,
- Handling and/or cutting tissue,
- Providing hemostasis, and
- Suturing, and
- Postoperative patient management in collaboration with other healthcare providers in the immediate postoperative period and beyond, including but not limited to,
- Writing postoperative orders/operative notes according to established protocols,
- Participating in postoperative rounds, and
- Assisting with discharge planning and identifying appropriate community resources as needed.”

First assisting is within the scope of nursing practice of all fifty state boards of nursing. Many major professional organizations recognize the RNFA role including The American College of Surgeons, the Association of Perioperative Registered Nurses, Inc., The National League of Nursing, the American Nurses Association, and the National Association of Orthopedic Nurses.

As a provider of surgical assisting, the registered nurse first assistant may bill independently and/or be reimbursed by insurance companies for services rendered.

I acknowledge that I have been informed that a registered nurse first assistant is not a physician and that I have the right to refuse, at any time, to see the registered nurse first assistant if I so desire. I also understand that Dr. Helson Pacheco-Serrant may assign patient care responsibilities to Miguel Ponce which include: interviewing the surgical patient for a comprehensive health history; performing nursing physical assessments; educating the patient and family; evaluating the needs of the patient and of the surgical team on a continuum throughout the surgical encounter; postoperative patient assessment and evaluation and participating in discharge planning and postoperative teaching, along with any other responsibilities Dr. Helson Pacheco-Serrant may deem necessary within the registered nurse first assistant’s scope of practice.

Signature (Patient or Parent/Guardian): _____ Date: ____/____/_____
(FIRMA) (FECHA)



Helson Pacheco-Serrant, MD

Neurosurgical Specialists of El Paso, PLLC
General Consent for Care and Treatment

TO THE PATIENT: You have the right, as a patient, to be informed about your condition and the recommended surgical, medical, or diagnostic procedure to be used so that you may make the decision whether or not to undergo any suggested treatment or procedure after knowing the risks and hazards involved. At this point in your care, no specific treatment plan has been recommended. This consent form is simply an effort to obtain your permission to perform the evaluation necessary to identify the appropriate treatment and/or procedure for any identified condition(s).

This consent provides us with your permission to perform reasonable and necessary medical examinations, testing, and treatment. By signing below, you are indicating that (1) you intend that this consent is continuing in nature even after a specific diagnosis has been made and treatment recommended; and (2) you consent to treatment at this office or any other satellite office under common ownership. The consent will remain fully effective until it is revoked in writing. You have the right at any time to discontinue services.

You have the right to discuss the treatment plan with your physician about the purpose, potential risks, and benefits of any test ordered for you. If you have any concerns regarding any test or treatment recommended by your healthcare provider, we encourage you to ask questions.

I voluntarily request a physician, and/or midlevel provider (Nurse Practitioner, Physician Assistant, or Clinical Nurse Specialist), and other healthcare providers or the designees as deemed necessary, to perform reasonable and necessary medical examination, testing, and treatment for the condition which has brought me to seek care at this practice. I understand that if additional testing, invasive, or interventional procedures are recommended, I will be asked to read and sign additional consent forms prior to the test(s) or procedure(s).

I certify that I have read and fully understand the above statements and consent fully and voluntarily to its contents.

Signature of Patient or Personal Representative

Date

Printed Name of Patient or Personal Representative

Relationship to Patient

Printed Name of Witness

Employee Job Title

Signature of Witness

Date



Helson Pacheco-Serrant, MD

Today's date: _____

Medical Questionnaire

Patient Name: _____ **Date of birth:** _____ M F

Chief complaint: _____

Referring doctor: _____ Primary care doctor: _____

Pain Management: _____ Cardiologist: _____

HISTORY OF PRESENT ILLNESS/CONDITION

Were you in a motor vehicle accident? **Yes No** Were you injured at work? **Yes No**

Please describe the problem, how did it happen? _____

How bad is it, what is your pain level? (1 to 10) _____ **How long have you had this?** _____

What makes it get worse? standing sitting lying down walking bending movement other: _____

What helps it get better? Pain reliever rest heat/ice physical therapy TENS Unit other: _____

Do you have any problems controlling your bladder or bowel? Yes No

Have you had back or neck surgery? No Yes when _____ by Doctor _____

Have you had Epidural steroid injections? No Yes when _____ where _____ did it help **Y N**

Have you had physical therapy? No Yes when _____ where _____ did it help **Y N**

Have you had chiropractic therapy? No Yes when _____ where _____ did it help **Y N**

DESCRIBE YOUR PAIN

Constant Comes and goes

Sharp stabbing numb tingling dull achy burning

Pressing throbbing cramping electrical shooting

		Y	N	Pain, weakness, or numbness:
<input type="checkbox"/>	<input type="checkbox"/>			Arms RIGHT LEFT
<input type="checkbox"/>	<input type="checkbox"/>			Back
<input type="checkbox"/>	<input type="checkbox"/>			Feet RIGHT LEFT
<input type="checkbox"/>	<input type="checkbox"/>			Hands RIGHT LEFT
<input type="checkbox"/>	<input type="checkbox"/>			Hips
<input type="checkbox"/>	<input type="checkbox"/>			Legs RIGHT LEFT
<input type="checkbox"/>	<input type="checkbox"/>			Neck
<input type="checkbox"/>	<input type="checkbox"/>			Shoulder RIGHT LEFT

WORK HISTORY

Employer: _____ Occupation: _____

Duties: _____



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CONDITIONS - Check (✓) YES OR NO the conditions you currently have or have had in the past year

Y	N		Y	N		Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	PTSD	<input type="checkbox"/>	<input type="checkbox"/>	Chemical-drug dependency	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis - A B C	<input type="checkbox"/>	<input type="checkbox"/>	Prostate disease
<input type="checkbox"/>	<input type="checkbox"/>	Anemia	<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	<input type="checkbox"/>	<input type="checkbox"/>	Osteoporosis	<input type="checkbox"/>	<input type="checkbox"/>	Seizures / Epilepsy
<input type="checkbox"/>	<input type="checkbox"/>	Anesthesia complications	<input type="checkbox"/>	<input type="checkbox"/>	COPD	<input type="checkbox"/>	<input type="checkbox"/>	Hypertension	<input type="checkbox"/>	<input type="checkbox"/>	Thyroid disorder
<input type="checkbox"/>	<input type="checkbox"/>	Arthritis	<input type="checkbox"/>	<input type="checkbox"/>	Fibromyalgia	<input type="checkbox"/>	<input type="checkbox"/>	Kidney disease	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____
<input type="checkbox"/>	<input type="checkbox"/>	Asthma	<input type="checkbox"/>	<input type="checkbox"/>	Gout	<input type="checkbox"/>	<input type="checkbox"/>	Liver disease	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____
<input type="checkbox"/>	<input type="checkbox"/>	Depression	<input type="checkbox"/>	<input type="checkbox"/>	Headaches / Migraines	<input type="checkbox"/>	<input type="checkbox"/>	Anxiety	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____
<input type="checkbox"/>	<input type="checkbox"/>	Cancer _____	<input type="checkbox"/>	<input type="checkbox"/>	Heart Disease / pacemaker	<input type="checkbox"/>	<input type="checkbox"/>	Stroke	<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

PAST SURGICAL HISTORY: List surgeries you have had and what year

1.	4.
2.	5.
3.	6.

MEDICATION: List medication you are currently taking, (including vitamins and herbs)

1.	5.
2.	6.
3.	7.
4.	8.

ALLERGIES: To medication or substances

1.	3.
2.	4.

Social History: Check (✓) the substance you use and Describe how much you use.

Caffeine Yes No How much: _____

Tobacco Yes No How much: _____

Alcohol Yes No How much: _____

Married Single Divorced Separated Widow/er

Lives with: _____

Family History: List any illnesses that run in your family.

Mother: alive passed Diseases: _____

Father: alive passed Diseases: _____

Siblings: ___ brothers Diseases: _____

___ sisters Diseases _____

Children: ___ boys Diseases: _____

___ girls Diseases _____

I certify that the information on this form is correct to the best of my knowledge. I will not hold my doctor or any member of this staff responsible for any errors or omissions that I may have made in the completion of this form.

Signature _____ Date _____

Physician Signature _____ Date reviewed _____



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System/Body Area	**Elements of Examination
Cardiovascular	• Exam of carotid arteries (e.g. pulse amplitude, bruits)
	• Auscultation of heart with rotation of abnormal sounds and murmurs.
	• Exam of peripheral vascular system by observation (e.g. swelling, varicosities) and palpation (e.g. pulses, temperature, edema, tenderness)
Constitutional	• Measurement of any 3 of the following vital signs: blood pressure, pulse, respiration, temperature, height, weight.
	• General appearance of patient (e.g. development, nutrition, deformities, attention to grooming)
Eyes	• Ophthalmoscopic exam of optic discs (e.g. size, C/D ratio, appearance) and posterior segments (e.g. vessel changes, exudates, hemorrhages)
Musculoskeletal (includes extremities)	• Exam of gait and station
	Assessment of motor function including: • Muscle strength in upper and lower extremities
	• Muscle tone in upper and lower extremities (e.g. flaccid, cog wheel, spastic) with notation of any atrophy or abnormal movements (e.g. fasciculation, tardive dyskinesia)
Neurological	<i>Evaluation of higher integrative functions including:</i> • Orientation to time, place and person
	• Recent and remote memory
	• Attention span and concentration
	• Language (e.g. naming objects, repeating phrases, spontaneous speech)
	• Fund of knowledge (e.g. awareness of current events, past history, vocabulary)
	Test the following cranial nerves: • 2nd through 12 cranial nerve
	• Examination of sensation
	• Examination of deep tendon reflexes in upper and lower extremities with notation of pathologic reflexes
	• Test coordination

RADIOLOGIC STUDIES:

MDM:

Physician: _____

