

Welcome to the Riordan Clinic!

We welcome our patients as co-learners because every person and every condition is different. Our providers learn about you and your health concerns along with you, and you will work together to find your own path to better health. Here at the Riordan Clinic, you can expect to explore all aspects of your health with extensive lab profiles that include tests for nutritional deficiencies and screening for health issues. Our providers use the results of the lab testing as a vital tool to discover the root cause of your health concerns, make decisions on treatment care and protocols, and to monitor your progress.

Co-learners can also expect to visit one of our three clinics, located in Wichita and Overland Park, Kansas, for initial and follow-up testing and to meet with one of our providers. Based on your unique results, your provider will work with you to develop your individualized care plan and begin appropriate therapies. During our initial evaluation, many co-learners spend several weeks at the clinic.

You are joining a large family of co-learners and providers. Riordan Clinic serves patients from all 50 states and more than 50 countries. Current patient Denise Ober of Massachusetts said her experience with the Riordan Clinic in Overland Park gave her hope after being diagnosed with lung cancer.

"My healing journey began. I had a team. I had the Riordan Clinic. It was my team," Denise said.

As you embark on your journey to Real Health you can connect with the Riordan Clinic in a variety of ways:

- Explore our website, www.riordanclinic.org, where you will find more about our rich history, providers, therapies, educational materials, Bio-Center Laboratory, and Nutrient Store.
- Subscribe to the monthly **Health Hunters** newsletter on the Riordan Clinic's website. You will find monthly themes on a variety of health-related topics, clinic news, recipes, and more.
- Listen to episodes of the **Real Health Podcast** at www.realhealthpodcast.com, where clinic providers and guests discuss trending topics.
- Subscribe to the **YouTube channel**, where you can watch podcast recordings, Lunch & Learn presentations, interviews, testimonials, and more.
- Connect with us on **social media**. You can find us active on Facebook, Instagram, and LinkedIn.

The Riordan Clinic provides non-acute, outpatient care, and therefore we encourage each patient to maintain the relationship and care that is provided by your primary care and specialty doctors. The clinic providers do not take the place of your primary care doctor. We thank you for choosing the Riordan Clinic to help advance your hope, healing, and health. We look forward to meeting you.

In Health,



Dr. Ron Hunninghake, MD, Chief Medical Officer

Riordan Clinic New Patient Intake 01/05/2023



**Riordan
Clinic**

WICHITA

316-682-3100
3100 N Hillside Ave
Wichita, KS 67219

OVERLAND PARK

913-745-4757
6300 W 143rd Street, Suite #205
Overland Park, KS 66223

1-800-447-7276

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Thank you for choosing the Riordan Clinic in your journey towards **Real Health**.

Filling out the new patient forms:

Enclosed in this packet you will find several forms. **Please complete and submit the accompanying forms (pages 5-23 and 32-34) to medicalrecords@riordanclinic.org. These forms MUST be completed and submitted at least two business days prior to your first appointment.** If we do not receive the forms at least two business days prior to your first appointment, a staff member will call you to reschedule your appointment. (Note: Please keep a copy for your own records.)

STEP 1

- Fill out the **New Patient Intake Forms** starting on page 5.
If you have had a diagnosis of cancer at any point in your life, please fill out the additional questions starting on page 13. If not, you can skip these questions.

STEP 2

- Fill out the 3-day diet starting on page 17. This log helps your providers understand your typical diet and exercise patterns.

STEP 3

- Review and fill out the **Permission to Discuss and Regarding Long-Term Treatment** information on page 21. Read the **Notice of Privacy Practices and Rights and Responsibilities** on pages 25-31 and sign page 23. Read the **Authorization for Treatment** on page 32 and sign. If applicable, read the **Integrative Oncology at Riordan Clinic** description on pages 33-34 and sign. Submit pages 5-23 and 32-34 to medicalrecords@riordanclinic.org.

STEP 4

- Set up a **Patient Portal** using the instructions on page 35.

Notes regarding your lab draw: *These steps are necessary to ensure accuracy for your laboratory test results.*

- **Fast for the 12 hours before your initial appointment arrival time, but do drink plenty of water!!**
- Take any medications that are necessary to your health and cannot wait until after your appointment. If you have questions on which medications are necessary, please consult the doctor who prescribed your medications.
- Be prepared to provide a urine sample at the time of your lab draw.
- If you are a female who is still menstruating regularly – it may be best, especially if having hormonal concerns, to run your blood work between days 18-22 of your menstrual cycle. If this conflicts with your scheduled appointment, please let your provider know and they will determine if those particular labs should be drawn and run during your next cycle.
- If you are currently taking a Biotin supplement, please do not take it for one week prior to your lab draw appointment as it may cause a false result of your thyroid lab (TSH).

Other things to know:

- Please bring a complete detailed list of current supplements and prescriptions, including dosages, with you to your first appointment.
- Please be aware that the Riordan Clinic is a smoke free facility and that due to other co-learner's sensitivities we ask that you **refrain from wearing perfumes or scented lotions** on the days you visit the clinic.

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NEW PATIENT INTAKE FORMS

Thank you for your interest in pursuing Real Health at the Riordan Clinic. As co-learners you will work with the providers and staff to understand your whole health picture; therefore, we ask for a significant history prior to our initial visit. Thank you for taking the time to thoughtfully complete this form. We look forward to discussing your personal health history from this holistic/detective perspective (looking for root causes). See you at your first visit! - *Thank you, Riordan Clinic Team*

PATIENT INFORMATION		TODAY'S DATE		<input type="checkbox"/> Male <input type="checkbox"/> Female (at birth)	
		Preferred Pronouns: she/her, he/him, they/them (please circle)			
Full Legal Name		Preferred Name		Date of Birth	
Street Address				Apartment/Suite	
City		State/Province	Postal/Zip Code		
Country	Telephone Number		Mobile Number		
Email Address (as you want used for communications with the Riordan Clinic and for your Patient Portal access, see p. 35 for details.)					
Marital Status			Number of Children		
<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Single					
Live with					
<input type="checkbox"/> Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Parents <input type="checkbox"/> Children <input type="checkbox"/> Friends <input type="checkbox"/> Alone <input type="checkbox"/> Other _____					
Occupation			Hours per week	Retired	
				<input type="checkbox"/>	
How did you hear about The Riordan Clinic and/or who can we thank for referring you?					

EMERGENCY CONTACT	
Name	Relationship
Address	Phone

PHARMACY INFORMATION	
Pharmacy Name	Phone
Pharmacy Address	

THE FOLLOWING QUESTIONS WILL HELP US UNDERSTAND YOUR EXPECTATIONS

1. What are the primary health concerns you are seeking treatment for?

1. _____ 3. _____
2. _____ 4. _____

2. Why did you choose to come to the Riordan Clinic?

3. What aspect of our integrative / functional approach appeals to you?

4. What is your present level of commitment to address any underlying causes of your health concerns that relate to your lifestyle?

Little Commitment < 1 2 3 4 5 6 7 8 9 10 > 100% Commitment

5. What lifestyle habits do you currently engage in that you believe support your health?

6. What lifestyle habits do you currently engage in that you believe harm your health?

7. What obstacles do you foresee that could undermine your progress?

8. What else is important to you that the Riordan Clinic providers and staff should be aware of as we begin working together with you as a co-learner?

9. Please tell us your goals in coming to the Riordan Clinic?

FAMILY HISTORY *Leave blank if not applicable*

	<i>Father</i>	<i>Mother</i>	<i>Siblings</i>	<i>Maternal Grandparents</i>	<i>Paternal Grandparents</i>	<i>Spouse</i>	<i>Children</i>
<i>Age if living</i>							
<i>Age at time of death</i>							
<i>Cause of death</i>							
<i>If Cancer, type</i>							

If present, mark an "X"

<i>Thyroid Disorder</i>							
<i>High Blood Pressure</i>							
<i>Heart Attack</i>							
<i>Asthma / Allergies</i>							
<i>Mental Illness</i>							
<i>Autoimmune</i>							
<i>Diabetes</i>							
<i>Osteoporosis</i>							
<i>Other</i>							

DOCTOR, DIAGNOSIS, HOSPITALIZATION, SURGERY, IMAGING

<i>Primary Care Physician</i>	<i>Primary Care Physician's Address and Phone Number</i>
<i>Date and type of diagnosis</i>	<i>Date and type of treatments received</i>
<i>Date and type of last X-Ray(s)</i>	<i>Date and type of last MRI/CT Scan(s)</i>
<i>Date and type of last ultrasound(s)</i>	<i>Date and type of last EKG</i>
<i>Last dental visit</i>	<i>Last eye exam</i>
<i>Date and brief explanation of previous surgeries</i>	

ALLERGIES AND SENSITIVITIES

Please list **any** known allergies or sensitivities and label as such. If none, please mark the section with N/A.

<i>Drug/Prescription(s)</i>	<i>Food(s)</i>
<i>Substances in the environment/chemicals</i>	
<i>If you have had allergy testing, when and where was the test(s) performed? Please provide as many details as you can.</i>	

CURRENT MEDICATIONS/SUPPLEMENTS

Please list **any** prescription, over the counter medications, or vitamins/supplements you are taking and dosages.

PLEASE BRING A COMPLETE DETAILED LIST, INCLUDING DOSAGES, WITH YOU TO YOUR FIRST APPOINTMENT.

[illegible]

HEALTH ASSESSMENT

GENERAL INFORMATION

Current height		Current weight	Weight one year ago
Lifetime maximum weight		When were you at your max weight?	Your ideal weight
Do you have sufficient energy throughout the day?	<input type="checkbox"/> Yes	Please rate your energy from 1-10 (10 being best)	
	<input type="checkbox"/> No	Low Energy < 1 2 3 4 5 6 7 8 9 10 > High Energy	
When is your energy best?		When is your energy worst?	

HABITS/LIFESTYLE

(Y) = Yes (N) = No (P) = in the Past

Do you drink alcoholic beverages?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Do you sleep well?	<input type="checkbox"/> Y <input type="checkbox"/> N
Have you been treated for alcoholism?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Do you wake rested?	<input type="checkbox"/> Y <input type="checkbox"/> N
Have you been treated for drug dependence?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	How many hours of sleep per night?	
For any of the above, please explain:		How much time per day in relaxation?	
Do you use tobacco?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Do you enjoy your work?	<input type="checkbox"/> Y <input type="checkbox"/> N
How many years and packs/day?		Do you take vacations?	<input type="checkbox"/> Y <input type="checkbox"/> N
Do you drink coffee?	<input type="checkbox"/> Y <input type="checkbox"/> N	Do you have a religious or spiritual practice?	<input type="checkbox"/> Y <input type="checkbox"/> N
If yes to coffee, quantity per day?		Do you have a supportive relationship?	<input type="checkbox"/> Y <input type="checkbox"/> N
Do you drink soda/pop?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Main interests and hobbies:	
If yes to soda, quantity per day?		Do you exercise?	<input type="checkbox"/> Y <input type="checkbox"/> N
Do you eat three meals a day?	<input type="checkbox"/> Y <input type="checkbox"/> N	If yes, what kind and how often?	
Do you go on diets often?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Do you spend time outside?	<input type="checkbox"/> Y <input type="checkbox"/> N
Do you eat out often?	<input type="checkbox"/> Y <input type="checkbox"/> N	How many hours of TV per day?	

REVIEW OF SYSTEMS (Y) = Yes (N) = No (P) = in the Past

MENTAL/EMOTIONAL			
Treated for emotional problems	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Depression	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Mood swings	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Anxiety or nervousness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Considered/attempted suicide	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Tension	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Poor concentration	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Memory problems	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
IMMUNE			
Reactions to immunizations	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Chronic infections	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Chronic fatigue	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Slow wound healing	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Chronically swollen glands	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
ENDOCRINE (HORMONE SYSTEM)			
Underactive thyroid	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Heat or cold intolerance	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Low blood sugars	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Excessive hunger	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Excessive thirst	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Seasonal depression	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Fatigue	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Night sweats	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
NEUROLOGIC			
Seizures	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Paralysis	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Muscle weakness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Numbness or tingling	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Loss of memory	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Loss of balance	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Vertigo or dizziness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Motion sickness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
SKIN			
Rashes	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Eczema/hives	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Acne	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Itching	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Color changes	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Hair loss	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Lumps	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Brittle	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Dry skin	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
HEAD/NECK			
Headaches	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Jaw/TMJ problems	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Migraines	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Lumps	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Head injury	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Swollen glands	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
EYES			
Spots in eyes	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Cataracts	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Impaired vision	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Glasses/contacts	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Blurriness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Eye pain/strain	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Color blindness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Tearing or dryness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Double vision	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Glaucoma	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
EARS			
Impaired hearing	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Ringing in the ears	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Earaches	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Dizziness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
NOSE AND SINUSES			
Frequent colds	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Nose bleeds	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Stiffness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Hay fever/post nasal drip	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Sinus problems	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Loss of smell	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P

REVIEW OF SYSTEMS (Y) = Yes (N) = No (P) = in the Past			
MOUTH AND THROAT			
Frequent sore throat	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Excessive/copious saliva	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Teeth grinding	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Sore tongue/lips	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Gum problems	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Hoarseness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Dental cavities	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
RESPIRATORY			
Cough	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Pain on breathing	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Spitting up blood	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Shortness of breath	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Asthma	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Shortness of breath lying down	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Pneumonia	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Bronchitis	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Emphysema	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
CARDIOVASCULAR			
Heart disease	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Swelling in ankles	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
High blood pressure	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Chest pain	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Blood clots	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Murmurs	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Phlebitis	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Fainting	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Rheumatic fever	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Palpitations	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
GASTROINTESTINAL			
Trouble swallowing	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Heart burn/reflux	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Change in thirst	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Abdominal pain/cramps	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Change in appetite	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Belching or passing gas	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Nausea/vomiting	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Constipation	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Ulcer	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Diarrhea	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Yellow skin	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Black stools	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Gall bladder disease	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Blood in stool	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Liver disease	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Bowel movements per day: _____	
Hemorrhoids	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
URINARY			
Pain on urination	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Increased frequency	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Frequency at night	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Inability to hold urine stream	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Frequent infections	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Kidney stones	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
MUSCULOSKELETAL			
Joint pain or stiffness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Arthritis	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Broken bones	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Weakness	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Muscle spasms/cramps/pain	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Sciatica	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Osteoporosis/Osteopenia	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
BLOOD VESSELS			
Easy bleeding or bruising	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Anemia	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Deep leg pain	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Cold hands/feet	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Varicose veins	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
PAIN			
Are you experiencing consistent pain?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	How severe is the pain? (scale of 1-10)	
If yes, where?		How long have you been having this pain?	

REVIEW OF SYSTEMS (Y) = Yes (N) = No (P) = in the Past

MALE REPRODUCTIVE

Hernias	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Discharge or sores	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Testicular pain	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Sexually transmitted disease	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Are you sexually active?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	If yes, which sexually transmitted diseases have you been diagnosed with and when?	
Impotence	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
Testicular mass(es)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		
Prostate disease	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P		

FEMALE REPRODUCTIVE/BREASTS

Are you sexually active?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Sexually transmitted disease	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Discharge or sores	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	If yes, which sexually transmitted diseases have you been diagnosed with and when?	
Age of first menstrual cycle		Age of last menstrual cycle (if menopausal)	
Length of cycle (days)		Duration of menstrual cycle (days)	
Are cycles regular?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Heavy or excessive flow	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Painful menstruation	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Bleeding between cycles	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Pain during intercourse	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Breast lumps	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Endometriosis	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Nipple discharge	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Ovarian cysts	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	PMS	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Birth Control	What type?	If yes to PMS, what are your symptoms?	
<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P			
Number of pregnancies	Number of live births	Number of miscarriages	Number of abortions
Last pap smear		Last mammogram	
Have you had a bone density scan?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Results:	
Have you had a thermography scan?	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Results:	

**IF YOU HAVE EVER BEEN DIAGNOSED WITH CANCER
PLEASE COMPLETE THE FOLLOWING QUESTIONS**

WHAT CANCER DIAGNOSIS DO YOU HAVE OR HAVE HAD? <i>Please check all that apply</i>								
	<i>Have</i>	<i>Had</i>		<i>Have</i>	<i>Had</i>		<i>Have</i>	<i>Had</i>
Breast			Ovarian			Esophageal		
Colon			Uterine			Small Intestine		
Prostate			Cervical			Testicular		
Lung			Skin			Stomach		
Liver			Bladder			Gallbladder		
Bone			Lymphoma			Eye		
Brain			Leukemia			Thyroid		
Pancreas			Sarcoma/Soft tissue			Parathyroid		
Adrenal			Metastatic					
Other/not listed: <i>(please name)</i>								

Please list date(s) of diagnosis(es) _____

Please list treatment(s) along with date(s) _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

IF YOU HAVE EVER BEEN DIAGNOSED WITH CANCER PLEASE COMPLETE THE FOLLOWING QUESTIONS *(continued)*

WHAT STAGE OF CANCER HAVE YOU BEEN MOST RECENTLY DIAGNOSED WITH?			
<input type="checkbox"/> Stage I	<input type="checkbox"/> Stage II	<input type="checkbox"/> Stage III	<input type="checkbox"/> Stage IV
			<input type="checkbox"/> I don't know

PLEASE CHECK ALL OF THE DOCTORS YOU ARE CURRENTLY WORKING WITH <i>Not including Riordan Clinic</i>			
<input type="checkbox"/> Oncologist	<input type="checkbox"/> Radiation Oncologist	<input type="checkbox"/> Primary Care Physician	<input type="checkbox"/> M.D. or D.O.
<input type="checkbox"/> Naturopath	<input type="checkbox"/> Integrative/Functional Medicine Doctor	<input type="checkbox"/> Chiropractor	
<input type="checkbox"/> Other (please list):			

Has your current doctor(s) cleared you for travel? ☐ Yes ☐ No ☐ I need to ask my doctor

Have you been hospitalized in the past three months? ☐ Yes ☐ No

Have you been on hospice care in the past three months? ☐ Yes ☐ No

If hospital or hospice stay, why: _____

HAVE YOU HAD ANY OF THE FOLLOWING SUPPORTIVE THERAPIES FOR CANCER?			
<i>(Y) = Yes (N) = No (P) = in the Past</i>			
Chemotherapy	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Acupuncture	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Radiation	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	IV Vitamin therapies	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Chiropractic	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Natural/Integrative Medicine	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Surgery	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P	Diet/Nutrition	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> P
Other (please list)			

PLEASE TELL US YOUR WILLINGNESS TO MAKE MAJOR DIETARY, NUTRITIONAL, AND LIFESTYLE CHANGES

On a scale of 0-10, with zero being unwilling to make any changes and 10 being most ready and willing to make these changes, I anticipate being at a...

Little Commitment < 0 1 2 3 4 5 6 7 8 9 10 > 100% Commitment

These diet and lifestyle changes may include, but are not limited to, items such as:

- Eating more plants including vegetables and fruits
- Eliminating fried foods, fast foods, soda, sugar, wheat, milk/dairy, and soy
- Cooking more meals at home rather than eating out
- Increasing water intake

TELL US ABOUT YOUR ABILITY TO EAT *Please check all that apply*

<input type="checkbox"/> I eat by mouth	<input type="checkbox"/> I eat by feeding tube	<input type="checkbox"/> I am not eating
<input type="checkbox"/> I can eat at least three platefuls of food and finish them completely each day	<input type="checkbox"/> I am nauseated often	<input type="checkbox"/> I am vomiting regularly

TELL US ABOUT YOUR ABILITY TO WALK *Please check all that apply*

<input type="checkbox"/> I can walk by myself without any assistive devices such as a cane or walker	<input type="checkbox"/> I can walk with the aid of a cane	<input type="checkbox"/> I can walk with the aid of a walker
<input type="checkbox"/> I can walk some and require a wheelchair for part of the day	<input type="checkbox"/> I require a wheelchair to get around	<input type="checkbox"/> I am bed bound

TELL US ABOUT YOUR ABILITY TO BREATHE AND GET OXYGEN *Please check all that apply*

<input type="checkbox"/> I can breathe on my own and do not require oxygen	<input type="checkbox"/> I require oxygen only during sleep	<input type="checkbox"/> I require oxygen when walking
<input type="checkbox"/> I require oxygen 24 hours a day	<input type="checkbox"/> I think I need oxygen, but have not been tested	Please list how many liters of oxygen you require: _____

ARE YOU CURRENTLY REQUIRING BLOOD TRANSFUSIONS? *Please check one*

<input type="checkbox"/> I am currently receiving blood transfusions weekly	<input type="checkbox"/> I am currently receiving blood transfusions once a month	<input type="checkbox"/> I am currently receiving blood transfusions twice a month
<input type="checkbox"/> I am currently receiving blood transfusions once every few months	<input type="checkbox"/> I do not currently need blood transfusions	

LIST ALL OF THE DAILY ACTIVITIES YOU CAN DO UNASSISTED *Please check all that apply*

<input type="checkbox"/> Walking	<input type="checkbox"/> Climbing stairs	<input type="checkbox"/> Getting dressed	<input type="checkbox"/> Taking a bath or shower
<input type="checkbox"/> Grocery shopping	<input type="checkbox"/> Manage personal finances	<input type="checkbox"/> Doing laundry	<input type="checkbox"/> Cooking

[Page left intentionally blank]

3 Day Diet Diary / Exercise Log

Name:

Provide Info For:
2 weekdays +
1 weekend day

Please complete your
"Diet Diary/ Exercise Log"
every day.

1. Make note of the time you wake up.
2. List and describe in detail all foods and drinks including the amount of each. Make note as to whether the food was fresh, frozen, canned, raw, cooked, baked, fried, etc. Note the time of each meal or snack. Be sure to list *everything* you eat or drink, including any condiments used (i.e. mayonnaise, mustard, relish, etc.).
3. Keep track of how much water you drink and list the amount in ounces in the section provided. Also note the type and amount of any other drinks you consume.
4. Write down any activity or exercise you do in the section at the bottom, listing the kind of exercise you did and for how long you did it.
5. Note any periods of relaxation and what kind of relaxation it was.
6. Note the time you go to sleep.

Day 1	
Date	
Wake Up Time	
Breakfast	Time:
Snack	Time:
Lunch	Time:
Snack	Time:
Dinner	Time:
Water (ounces)	
Other Drinks (not listed with meals or snacks above)	
Activity/Exercise	How Long:
Relaxation Type	How Long:
Bedtime	

3 Day Diet Diary / Exercise Log

Name:

Provide Info For:
2 weekdays +
1 weekend day

Please complete your
"Diet Diary/ Exercise Log"
every day.

1. Make note of the time you wake up.
2. List and describe in detail all foods and drinks including the amount of each. Make note as to whether the food was fresh, frozen, canned, raw, cooked, baked, fried, etc. Note the time of each meal or snack. Be sure to list *everything* you eat or drink, including any condiments used (i.e. mayonnaise, mustard, relish, etc.).
3. Keep track of how much water you drink and list the amount in ounces in the section provided. Also note the type and amount of any other drinks you consume.
4. Write down any activity or exercise you do in the section at the bottom, listing the kind of exercise you did and for how long you did it.
5. Note any periods of relaxation and what kind of relaxation it was.
6. Note the time you go to sleep.

Day 2	
Date	
Wake Up Time	
Breakfast	Time:
Snack	Time:
Lunch	Time:
Snack	Time:
Dinner	Time:
Water (ounces)	
Other Drinks (not listed with meals or snacks above)	
Activity/Exercise	How Long:
Relaxation Type	How Long:
Bedtime	

3 Day Diet Diary / Exercise Log

Name: _____

Provide Info For:
2 weekdays +
1 weekend day

Please complete your
"Diet Diary/ Exercise Log"
every day.

1. Make note of the time you wake up.
2. List and describe in detail all foods and drinks including the amount of each. Make note as to whether the food was fresh, frozen, canned, raw, cooked, baked, fried, etc. Note the time of each meal or snack. Be sure to list *everything* you eat or drink, including any condiments used (i .e. mayonnaise, mustard, relish, etc.).
3. Keep track of how much water you drink and list the amount in ounces in the section provided. Also note the type and amount of any other drinks you consume.
4. Write down any activity or exercise you do in the section at the bottom, listing the kind of exercise you did and for how long you did it.
5. Note any periods of relaxation and what kind of relaxation it was.
6. Note the time you go to sleep.

Day 3	
Date	
Wake Up Time	
Breakfast	Time:
Snack	Time:
Lunch	Time:
Snack	Time:
Dinner	Time:
Water (ounces)	
Other Drinks (not listed with meals or snacks above)	
Activity/Exercise	How Long:
Relaxation Type	How Long:
Bedtime	

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PERMISSION TO DISCUSS OR RELEASE CONFIDENTIAL INFORMATION

By completing this form, you will allow the staff of the Riordan Clinic to communicate with family members, health care providers, or others as deemed medically appropriate. If someone other than yourself is responsible for payment of your services, you will need to include their name on this list.

I, _____, grant permission to the Riordan Clinic to discuss or release confidential information related to my care with the following individuals:

NAME	RELATIONSHIP

REGARDING LONG-TERM TREATMENT

Over the next several months it will be important to implement the nutrition and lifestyle changes, supplement recommendations, follow-up appointments and clinic services that your treatment plan outlines.

For patients with cancer or chronic illnesses it is likely that your treatment plan will include ongoing nutritional IV infusions after your initial appointment at the Riordan Clinic. Please expect to receive nutritional infusions up to three times per week for the first three months or until your provider adjusts your treatment plan.

If you are not able to travel to the Riordan Clinic for each treatment, **it will be necessary for you to find a provider near your home to receive the IVC treatments.** The Riordan Clinic does **NOT** have a list of preferred providers outside of our three clinics in Wichita, Hays, and Overland Park (Kansas).

I understand that if I live too far from the Riordan Clinic to return for regular infusions, it will be my responsibility to find a doctor or nurse near my home who could administer IV Vitamin C up to three (3) times a week depending on my treatment plan.

Initials: _____

PATIENT'S NAME (PLEASE PRINT)	DATE OF BIRTH
SIGNATURE OF PATIENT OR GUARDIAN	TODAY'S DATE

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NOTICE OF PRIVACY PRACTICES RIGHTS AND RESPONSIBILITIES

Please read through the following pages and retain for your records.
When you are done, please initial each of the following boxes, sign and date.

Please initial each statement

☐

I have been presented with a copy of the **Notice of Privacy Practices** detailing how confidential information may be used and disclosed as permitted under federal and state law. I have read, acknowledge, and understand this Notice as explained on pages 25 – 28.

☐

I have read, acknowledge, understand, and agree to the **Cancellation Policy** outlined on page 31.

☐

I have read, acknowledge, understand, and agree to the **Rights and Responsibilities** on pages 29 – 31.

PATIENT'S NAME (PLEASE PRINT)	DATE OF BIRTH
SIGNATURE OF PATIENT OR GUARDIAN	TODAY'S DATE

Thank you for filling out the new patient intake forms. This will allow your provider and medical team to provide you with the best possible care. Once completed, submit the accompanying forms (**pages 5-23 and 32-34**) to **medicalrecords@riordanclinic.org**. These forms must be completed and submitted at least two business days prior to your appointment. We look forward to meeting you!

[Page left intentionally blank]
Keep all pages after this for your records.

NOTICE OF PRIVACY PRACTICES

Please read and retain for your records.

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

A. WE HAVE A LEGAL DUTY TO PROTECT HEALTH INFORMATION ABOUT YOU

We are committed to treating and using personal health information about you responsibly and with the utmost respect for your privacy. We are required by law to protect the privacy of health information about you and that can be identified with you, which we call “protected health information,” or “PHI” for short. We must give you notice of our legal duties and privacy practices concerning PHI:

- We must protect PHI that we have created or received about your health condition; health care we provide to you; and payment for your health care.
- We must notify you about how we protect PHI about you.
- We must explain how, when, and why we use and/or disclose PHI about you.
- We may only use and/or disclose PHI as we have described in this Notice.

This Notice describes the types of uses and disclosures that we may make and gives you some examples. In addition, we may make other uses and disclosures, which occur as a byproduct of the permitted uses and disclosures described in this Notice. We reserve the right to change the terms of this Notice and to make new Notice provisions effective for all PHI that we maintain by first:

- Posting the revised Notice in our offices and on our website (riordanclinic.org).
- Making copies of the revised Notice available upon request.

B. WE MAY USE AND DISCLOSE PHI ABOUT YOU WITHOUT YOUR AUTHORIZATION IN THE FOLLOWING CIRCUMSTANCES

1. We may use and disclose PHI about you to provide health care treatment to you.

We may use and disclose PHI about you to provide, coordinate, or manage your health care and related services. This may include communicating with other health care providers regarding your treatment and coordinating and managing your health care with others. For example, we may use and disclose PHI about you when you need a prescription, lab work, an X-ray, or other health care services.

2. We may use and disclose PHI about you to obtain payment for services.

Generally, we may use and give your medical information to others to bill and collect payment for the treatment and services provided to you by us or by another provider. We may also share portions of medical information about you with the following:

- A billing company;
- Collection departments or agencies, or attorneys assisting us with collections;
- Insurance companies, health plans and their agents that provide you coverage;
- Consumer reporting agencies (e.g., credit bureaus).

3. We may use and disclose PHI about you for health care operations.

We may use and disclose PHI in performing business activities, which we call “health care operations”. These “health care operations” allow us to improve the quality of care we provide. Examples of the way we may use or disclose PHI about you for “health care operations” include the following:

- Providing training programs for students, trainees, health care providers, or non-health care professionals (for example, billing clerks, or assistants, etc.) to help them practice or improve their skills.
- Cooperating with outside organizations that assess the quality of the care we and others provide.
- Cooperating with outside organizations that evaluate, certify, or license health care providers, staff, or facilities in a particular field or specialty.
- Assisting various people who review our activities. For example, PHI may be seen by doctors reviewing the services provided to you, and by accountants, lawyers, and others who assist us in complying with applicable laws.
- Conducting business management and general administrative activities related to our organization and the services it provides.
- Resolving grievances within our organization.
- Complying with this Notice and with applicable laws.

4. We may use and disclose PHI under other circumstances without your authorization or an opportunity to agree or object.

We may use and/or disclose PHI about you for a number of circumstances in which you do not have to consent, give authorization, or otherwise have an opportunity to agree or object. Those circumstances include:

- When the use and/or disclosure is required by law. For example, when a disclosure is required by federal, state, or local law or other judicial or administrative proceeding.
- When the use and/or disclosure is necessary for public health activities. For example, we may disclose PHI about you if you have been exposed to a communicable disease or may otherwise be at risk of contracting or spreading a disease or condition.
- When the disclosure relates to victims of abuse, neglect, or domestic violence.
- When the use and/or disclosure is for health oversight activities. For example, we may disclose PHI about you to a state or federal health oversight agency that is authorized by law to oversee our operations.
- When the disclosure is for judicial and administrative proceedings. For example, we may disclose PHI about you in response to an order of a court or administrative tribunal.
- When the disclosure is for law enforcement purposes. For example, we may disclose PHI about you in order to comply with laws that require the reporting of certain types of wounds or other physical injuries.
- When the use and/or disclosure relates to decedents. For example, we may disclose PHI about you to a coroner or medical examiner for the purposes of identifying you should you die.
- When the use and/or disclosure relates to organ, eye or tissue donation purposes.
- When the use and/or disclosure relates to medical research. Under certain circumstances, we may disclose PHI about you for medical research.
- When the use and/or disclosure is to avert a serious threat to health or safety. For example, we may disclose PHI about you to prevent or lessen a serious and imminent threat to the health or safety of a person or the public.
- When the use and/or disclosure relates to specialized government functions. For example, we may disclose PHI about you if it relates to military and veterans' activities, national security and intelligence activities, protective services for the President, and medical suitability or determinations of the Department of State.
- When the use and/or disclosure relates to correctional institutions and in other law enforcement custodial situations. For example, in certain circumstances, we may disclose PHI about you to a correctional institution having lawful custody of you.

5. You can object to certain uses and disclosures.

Unless you object, we may use or disclose PHI about you in the following circumstances:

- Using our best judgment, we may share with a family member, relative, friend, or other person identified by you, PHI directly related to that person's involvement in your care or payment for your care.
- We may share with a public or private agency (for example, American Red Cross) PHI about you for disaster relief purposes. Even if you object, we may still share the PHI about you, if necessary for the emergency

circumstances. If you would like to object to our use or disclosure of PHI about you in the above or other specific circumstances, please call or write our office using the contact information at the end of this Notice.

6. We may contact you to provide appointment reminders.

We may use and/or disclose PHI to contact you to provide a reminder to you about an appointment you have for treatment or medical care.

7. We may contact you with information about treatment, services, products, or health care providers.

We may use and/or disclose PHI to manage or coordinate your healthcare. This may include telling you about treatments, services, products, and/or other healthcare providers. We may also use and/or disclose PHI to give you gifts of a small value.

EXAMPLE: If you are diagnosed with diabetes, we may tell you about nutritional and other counseling services that may be of interest to you.

ANY OTHER USE OR DISCLOSURE OF PHI ABOUT YOU REQUIRES YOUR WRITTEN AUTHORIZATION: Under any circumstances other than those listed above, we will ask for your written authorization before we use or disclose PHI about you. If you sign a written authorization allowing us to disclose PHI about you in a specific situation, you can later cancel your authorization in writing by our office. If you cancel your authorization in writing, we will not disclose PHI about you after we receive your cancellation; except for disclosures which were being processed before we received your cancellation.

C. YOU HAVE SEVERAL RIGHTS REGARDING PHI ABOUT YOU

1. You have the right to request restrictions on uses and disclosures of PHI about you.

You have the right to request that we restrict the use and disclosure of PHI about you. We are not required to agree to your requested restrictions. However, even if we agree to your request, in certain situations your restrictions may not be followed. These situations include emergency treatment, disclosures to the Secretary of the Department of Health and Human Services, and uses and disclosures described in subsection B.4 of the previous section of this Notice. You may request a restriction in writing at the address listed on page 28.

2. You have the right to request different ways to communicate with you.

You have the right to request how and where we contact you about PHI. For example, you may request that we contact you at your work address or phone number. Your request must be in writing. You may request alternative communications by writing to the address listed on page 28.

3. You have the right to see and copy PHI about you.

You have the right to request to see and receive a copy of PHI contained in clinical, billing, and other records used to make decisions about you. Your request must be in writing. We may charge you related fees. There are certain situations in which we are not required to comply with your request. Under these circumstances, we will respond to you in writing, stating why we will not grant your request and describing any rights you may have to request a review of our denial. You may request to see and receive a copy of PHI by requesting this in writing at the address listed on page 28.

4. You have the right to request amendment of PHI about you.

You have the right to request that we make amendments to clinical, billing, and other records used to make decisions about you. Your request must be in writing and must explain your reason(s) for the amendment. We may deny your request if: 1) the information was not created by us (unless you prove the creator of the information is no longer available to amend the record); 2) the information is not part of the records used to make decisions about you; 3) we believe the information is correct and complete; or 4) you would not have the right to see and copy the record as described in paragraph 3 above. We will tell you in writing the reasons for the denial and describe your rights to give us

a written statement disagreeing with the denial. If we accept your request to amend the information, we will make reasonable efforts to inform others of the amendment, including persons you name who have received PHI about you and who need the amendment. You may request an amendment of PHI by writing to the address listed at the bottom of this page.

5. You have the right to a listing of disclosures we have made.

If you ask us in writing, you have the right to receive a written list of certain disclosures of PHI about you (not including disclosures made prior to April 14, 2004). The period of time for which the accounting is requested may not exceed six (6) years from the date of the request. We are required to provide a listing of all disclosures except the following:

- For your treatment
- For billing and collection of payment for your treatment
- For health care operations
- Made to or requested by you, or that you authorized
- Occurring as a byproduct of permitted uses and disclosures
- Made to individuals involved in your care, or for other purposes described in subsection B.5 above
- Allowed by law when the use and/or disclosure relates to certain specialized government functions or relates to correctional institutions and in other law enforcement custodial situations (please see subsection B.4 above) and as part of a limited set of information which does not contain certain information that would identify you (for example: research purposes).
- The list will include the date of the disclosure, the name (and address, if available) of the person or organization receiving the information, a brief description of the information disclosed, and the purpose of the disclosure. If you request a list of disclosures more than once in 12 months, we can charge you a reasonable fee. You may request a listing of disclosures by writing to the address listed at the bottom of this page.

6. You have the right to a copy of this Notice.

You have the right to request a paper copy of this Notice at any time by contacting our office. We will provide a copy of this Notice no later than the date you first receive service from us (except for emergency services, and then we will provide the Notice to you as soon as possible).

D. YOU MAY FILE A COMPLAINT ABOUT OUR PRIVACY PRACTICES

If you have a question or concern regarding our privacy practices, please contact:

Medical Records

Riordan Clinic | 3100 N. Hillside Avenue | Wichita, KS 67219 USA
Phone 316-682-3100 Extension 300 | Fax 316-618-8537
medicalrecords@riordanclinic.org

You may also send a written complaint to the United States Secretary of the Department of Health and Human Services. Complaints must be filed within 180 days of when you became aware of the privacy concern, unless this time limit is waived by the Secretary. If you file a complaint, we will not take any action against you or change our treatment of you in any way.

E. EFFECTIVE DATE OF THIS NOTICE

This Notice of Privacy Practices became effective on April 14, 2004.

RIGHTS AND RESPONSIBILITIES

Please read and retain for your records.

Since 1975, Riordan Clinic has served its patients as unique co-learners who are striving to create real and lasting health in their lives by identifying and correcting hidden root causes that would otherwise perpetuate their illnesses. This process of co-learner care was instituted by Riordan Clinic's founder, Dr. Hugh Riordan. The Riordan Clinic staff has created the following guidelines, which aid in the day to day delivery of this ideal vision of patient care. We strive to make these ideals living realities in each patient's experience at the Riordan Clinic.

The following rights and responsibilities are offered as a template for the expression of this co-learner care. We ask you to bear in mind that co- as a prefix to co-learner implies mutuality. Riordan Clinic patients should expect to be treated with dignity and compassion. Similarly, Riordan Clinic staff will expect you and your family/friends/advocates to show us the same reasonable and responsible behavior as we strive together to achieve excellent results.

Riordan Clinic is a specialty healthcare provider used in conjunction with medical care and therefore cannot take the place of a primary care doctor.

CO-LEARNER RIGHTS AND RESPONSIBILITIES

As a Riordan Clinic co-learner, I agree to use my knowledge, skill, and experience to the best of my ability in the best interest of my own physical, mental, and spiritual health. I believe it is my responsibility to:

- Provide my Riordan Clinic provider(s) with information that is relevant to my health.
- Be willing to sort through my health-related challenges.
- Ask questions related to information that is provided by my practitioner, including treatment options.
- Take mutually agreed upon supplements, as part of my treatment plan, only according to directions given to me and discontinue use if side effects ensue and report this to my Riordan Clinic practitioner(s).
- Work together with Riordan Clinic health professionals to develop a plan of care that incorporates goals that are meaningful to me and will promote my physical, mental, and spiritual health.
- Make conscious decisions to nurture intrinsic healing and promote balance in my life.
- Evaluate the effectiveness of my plan of care.
- Participate in all scheduled treatment sessions.
- Be willing and open to investigate my health-related challenges, understanding that the treatment we provide is not a quick fix to your health challenges.
- To provide complete health information asked of the Riordan Clinic prior to my first and each appointment.
- To have all your health information be kept in compliance with all confidentiality laws.
- To have the complete attention of all Riordan Clinic health professionals during my appointments.

PRACTICE POLICIES

As a reminder: Riordan Clinic is a specialty healthcare provider used in conjunction with medical care and therefore cannot take the place of a primary care doctor.

APPOINTMENTS

- Please arrive promptly at the “arrival time” given to you when scheduling your first new patient appointment.
- Please arrive 15 minutes before all subsequent appointments.
- If you arrive more than 15 minutes late for an appointment we reserve the right to reschedule your appointment to avoid inconveniencing other patients and you will be charged for a missed appointment per the **Cancellation Policy** as outlined on page 31.

LABORATORY/OTHER RESULTS

- When test results are received they are placed into our EHR (“Electronic Health Record”) and the provider will review the results. The provider often waits for all of your tests to come back so they can review the whole picture.
- An appointment is required to review lab testing results so you as a co-learner can have a complete understanding of the results and, with your Riordan Clinic provider, can formulate an updated treatment plan.
- Please keep copies of all test results that are mailed or given to you.
- Self-referred laboratory results cannot be reviewed with recommendations by a Riordan Clinic provider without a doctor’s visit.
- Any laboratory testing covered by traditional Medicare will be filed directly.
- Copies of your test results will be provided to you via the Patient Portal (see page 35), in person, mailed, or emailed.

CLINIC THERAPIES

- All co-learners receiving any therapies by Riordan Clinic medical staff (IVs, injections, PEMT, UBI, Chelation, etc.) must be seen by a Riordan Clinic provider **every six (6) months**.
- IV and injection appointments must be cancelled at least 24 hours in advance.
- Same day cancellations will be charged a \$50 USD no-show fee as that IV time slot was reserved for you.

PRESCRIPTIONS

- All co-learners receiving pharmaceutical prescriptions by a Riordan Clinic provider must be seen by a Riordan Clinic provider **every six (6) months**.
- Certain prescriptions (thyroid, hormone therapy, blood pressure, chelation, and IVs) require follow-up lab work and must be checked **every six (6) months**.
- Please make sure that all prescription renewal requests are made at least **one (1) week before** your prescription runs out.
- Our providers often must review your chart and authorize the renewal before it can be sent in. In addition, compounding is sometimes required. Allow **24 hours** before calling to see if we have received your request. Please plan accordingly.

SUPPLEMENTS AND MEDICATIONS

- **All products purchased (supplements, medical supplies, mistletoe, helleborus, etc.) are non-refundable and non-returnable.**

HOME IV INFUSIONS

- All home IV infusions performed off-site must be administered by a licensed medical professional.
- All co-learners receiving home IV infusions must follow up with a Riordan Clinic provider **every three (3) months**.
- A maximum of three (3) months' supply of IVC kits can be purchased at a time and must fall within the 3-month window of a scheduled follow up visit.
- **All home IV products purchased are non-refundable, non-returnable, and cannot be brought back into the clinic to be rendered for services at our clinic.**

CANCELLATIONS/RESCHEDULING

- New Patient Appointments: We require your cancellation notice no later than two **(2) business days** prior to your scheduled appointment. If notice is not received two (2) business days prior to your scheduled appointment we will charge you a non-refundable \$150 USD cancellation fee.
- New Patient Appointments: We require all New Patient Forms to be completed and submitted at least **two (2) business days** prior to your first appointment. If we do not receive the forms at least two (2) business days prior to your first appointment, a staff member will call you to reschedule your appointment.
- Follow-up Appointments: Follow-up visits require cancellation notice of **one (1) business day**. If notice is not received one (1) business day prior to your scheduled appointment, we will charge you a non-refundable \$50 USD cancellation fee.

INSURANCE

- As of September 1, 2014, Riordan Clinic has opted out of Medicare. No clinic services will be filed by Riordan Clinic.
- Services are paid for at the time of your visit. We will give you an itemized bill that you can submit directly to your commercial insurance company. Please keep in mind that many of the services we offer are not considered medically necessary by traditional insurance companies.
- We cannot change any diagnosis or coding on the sole basis of insurance coverage.
- We do not contract with any commercial insurance company. Therefore, reimbursement would be sent to you directly and would be paid at a non-network level as this relationship is between you and your insurance company.
- If your insurance company requires prior authorization for any services our providers order, it is your responsibility to make sure that this is done prior to such services being performed.
- Any laboratory testing covered by traditional Medicare will be filed directly.

OTHER

- Form(s) Completion: Disability, Insurance Forms, Travel Forms, Release from Work, Prior Authorizations, and other forms are not required by all insurance plans or employers. If you require a provider to complete these forms, you will be required to schedule an office visit at an additional charge.
- Paper Records: We will provide to you, upon written request, a paper copy of your medical record. We charge a base fee of \$25 USD. Please submit this request to:

Medical Records

Riordan Clinic | 3100 N. Hillside Avenue | Wichita, KS 67219 USA
 Phone 316-682-3100 Extension 300 | Fax 316-618-8537
medicalrecords@riordanclinic.org

AUTHORIZATION FOR TREATMENT

The Riordan Clinic is a not-for-profit medical, research, and educational organization. The Clinic uses an approach that was pioneered by its founder, Dr. Hugh Riordan, who believed in caring for the whole person, to optimize health and immune system function.

Treatment programs may include vitamins, minerals, amino acids, essential fatty acids, and bio-identical hormones as well as dietary recommendations. Treatment programs will vary with each patient according to their individual test results and special needs. Our therapy can be used in conjunction with prescription medications, however, changes in those medications are to be made under the supervision of the patient's primary care physician.

The Riordan Clinic provides non-acute, outpatient care and therefore encourages each patient to maintain the relationship and care that is provided by their primary care and specialty doctors. The Clinic providers do not take the place of your primary care doctor.

The Clinic providers serve as nutritional support consultants who will assist you as a co-learner to discover more effective strategies to restore your health or improve your human functioning. Personal responsibility and progressive cultivation of better lifestyle habits are integral parts of the Riordan Clinic's approach to building health.

My signature means that I have read this description and understand how it is different from conventional medicine. I would like to make effective use of this approach in a complementary fashion to the care now being provided to me by my primary care doctor and/or my specialty care physician. **I clearly understand that the Riordan Clinic's approach does not replace my current medical care and assumes no responsibility for unauthorized changes in prescribed treatments.**

Printed Name of Patient

Signature of Patient, Next of Kin, or Legal Guardian

Date

INTEGRATIVE ONCOLOGY AT RIORDAN CLINIC

SKIP THIS FORM IF YOU HAVE NOT RECEIVED A CANCER DIAGNOSIS

The Riordan Clinic utilizes a whole person approach to cancer that was embraced by its founder, Dr. Hugh Riordan. While conventional oncology rightly aims to attack and eliminate cancerous cells, integrative oncology seeks to identify and correct underlying metabolic imbalances that may be contributing to the cancer's malignant persistence. These imbalances can include epigenetic factors, hidden toxins, chronic inflammation, immune dysfunction, gut microbiome imbalances, poor lifestyle, sleep disruption, stress overload, and unresolved emotional traumas.

Integrative oncology should not be interpreted as separate from or independent of each patient's conventional oncology care. The use of integrative therapies such as high dose intravenous vitamin C, ozone therapy, mistletoe therapy, helleborus, diet modifications, targeted supplementation, and detox support are often used in conjunction with conventional therapies and blend well to support the whole person.

Treating cancer with intravenous vitamin C or other integrative therapies should never be considered a replacement for the standard of care treatment. Integrative oncology solutions are often considered in cases that have demonstrated an inadequate or short-lived response to proven treatment methods such as surgery, chemotherapy, immunotherapy, and radiation. Research has shown that integrative solutions can reduce treatment side effects, improve well-being and energy, and augment the statistical success of conventional therapies.

As a new patient/co-learner at the Riordan Clinic seeking this whole person approach to your cancer situation, your visit will last between three days to three weeks for evaluation, induction, and amplification of therapies.

Therapies performed during your stay may include all or part of the following:

- Oncology Lab Profile
- Up to a 90-minute initial new patient appointment with your Riordan Clinic provider
- Nurse consultation and IV education to discuss the pricing for any additional laboratory tests and treatments that have been recommended.
- Mistletoe intravenously or by subcutaneous injection
- Major autohemotherapy or other treatments with ozone as a method of detoxification
- Intravenous vitamin C is given at increasing doses, as tolerated, with post-intravenous vitamin C levels drawn post-infusion to determine an individual's optimal vitamin C dose.
- Poly MVA and nutritional IVs
- Sauna and/or acupuncture
- Exit interview and follow-up consultation with your Riordan Clinic provider to evaluate findings and create and optimize an individualized treatment program that improves cellular nutrition and immune system function.

The Riordan Clinic providers do not take the place of your oncologist. We are unable to provide acute care, including diagnostic testing, surgical procedures, or other conventional therapies such as chemotherapy or radiation.

As part of his ground-breaking RECNAC Research program, Dr. Riordan established high doses of intravenous vitamin C as a cornerstone adjunct in our care of cancer patients. High serum levels of vitamin C have been found to arrest the growth of cancer cells without harming normal cells. High serum levels of vitamin C also enhance immune function and potentiate cellular detoxification. Appetite often improves, energy levels get better, pain lessens, and the cancer patient is able to have a much better quality of life.

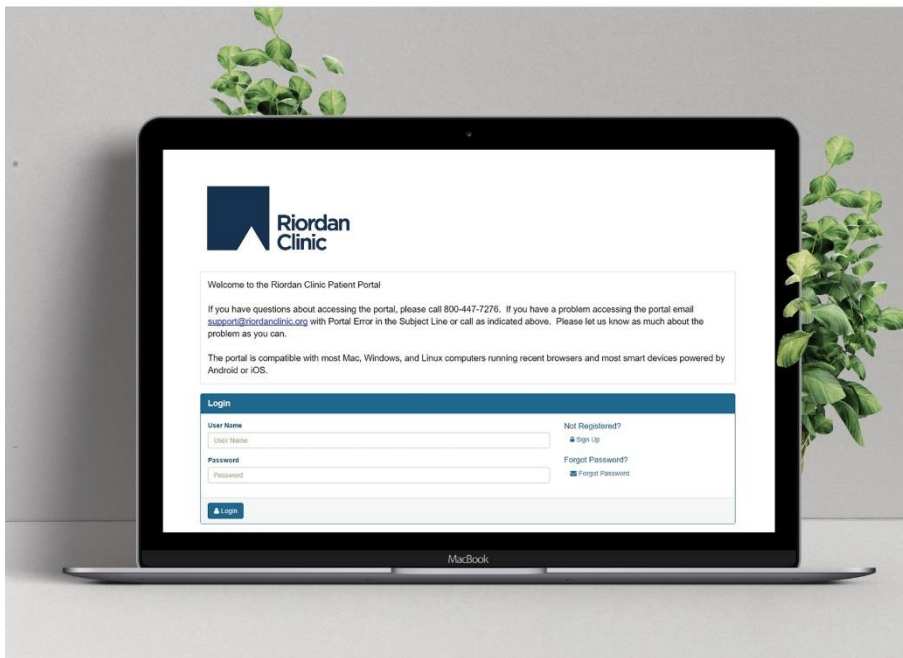
Continued optimal intravenous vitamin C includes infusions 1-2 times a week for a year or longer. It is the patient's responsibility to locate a provider in their community to administer the intravenous vitamin C if they are unable to come to the Clinic.

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Printed Name of Patient

Signature of Patient, Next of Kin, or Legal Guardian

Date



SIGN UP FOR OUR PATIENT PORTAL

- Secure Communication
- Online Forms
- Education Resources
- Access Records
- View Lab Results

CREATING YOUR PORTAL ACCOUNT

1. Visit **HTTPS://MY.RIORDANCLINIC.ORG**.

2. If you have not yet registered, click SIGN UP.

This information **MUST match the data on your Riordan Clinic account.**

Much of this information can be found on your last Riordan Clinic invoice given at checkout.

3. Create a username to use each time you log in.

4. Enter the email address you provided to the Riordan Clinic. Enter your first and last name as well as your birth date.

5. Click SUBMIT.

6. After clicking submit, you will receive an email with a link to verify your account and to set up a unique password.

Passwords must contain at least one uppercase letter, one lowercase letter and one numeric character.

If you have trouble creating a portal account, please call Riordan Clinic and verify your patient information: 1 (800) 447-7276



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