



**NEURO PHYSIO  
D I R E C T**

**REGISTRATION FORM WITH TERMS OF ENGAGEMENT**

| <b>PATIENT DETAILS</b>  |                               |
|---|-------------------------------|
| (parent/guardian details if the client is a child or dependent) |                               |
| Name  | Private health insurance Y /N |
| Surname   | Health Insurance company      |
| Date of birth   | Authorisation code:           |
|   | Insurance Policy Number:      |
| Address:  | Phone number:                 |
| Post code   | Email:                        |

**EMERGENCY CONTACT DETAILS**

|          |                        |
|----------|------------------------|
| Name     | Relation to the client |
| Surname  | Phone number           |
| Address  | Email:                 |
| Postcode |                        |

Where have you heard about our services?

Professionalist ..... GP ..... others.....

| GENERAL PRACTITIONER | CONSULTANT |
|----------------------|------------|
| Address              | Address    |

**Non- attendance or cancellation policy**

We ask that if you cannot make your scheduled appointment, you contact us as early as possible. It will ensure other people do not miss out on available dates. The failure to give us 24 hours' notice before the appointment time the full charge for the appointment will be levied unless exceptional circumstances apply.

**No or late payment policy**

In a situation that there is an outstanding balance after the due date the company reserves the right to start applying late payment fees of 5% outstanding balance per month or £50 late payment fee whatever is higher.

### The payment options

The charges for the treatment could be fulfilled by cash, cheque, BACS or the card payment (please note that only VISA and Maestro are accepted).

### Complaint procedures

If you have any complaints, please contact Mrs Kubalica by phone at 07927 922304 or via email [contact@neurophysiodirect.uk](mailto:contact@neurophysiodirect.uk) or [akubalica82@gmail.com](mailto:akubalica82@gmail.com).

### Discharge report

As a good practice, your physiotherapist may issue a discharge report addressed to your general practitioner or consultant. If you do not wish that happens, please inform your physiotherapist about it.

### Privacy Patient Information

Our practice undertakes research, professional development, and quality assurance/improvement activities to provide a high standard of medical care. Any person accessing personal health information for this purpose has signed a written confidentiality agreement.

I consent to my health record being reviewed as part of the quality improvement activities at this practice

Yes

No

At times some of your medical information may need to be shared with other health care providers. Our practice will only share information considered relevant to your care and with your prior consent.

I consent to my medical information being shared with other professionals as relevant to my care.

Yes

No

### Media: Video/audio recording & photography Permission

Part of providing a high level of quality service is being able to share information to help others in a similar situation and only where appropriate.

I \_\_\_\_\_ the undersigned, give permission to Mrs Agnieszka Kubalica to keep video/audio recordings/ photos for teaching, treatment and research purposes.

I have read and understood all of the above.

Signature of patient or guardian \_\_\_\_\_ Date / /