

Intake Form and Service Option Form

Full Name (First, Middle Initial, Last):			
Former Name/ Maiden Name (if applicable):			
Date of Birth (DD / MM / YYYY):		Current Age (in years):	
Gender:		Male	Female
Street Address (number, street name, apt #):			
Mailing Address (if different than above):			
City:		Province/State:	
Country:		Postal Code/Zip:	
Occupation:			
Phone Number(s) with area code:			
Email:			
Emergency Contact Name:		Emergency Contact Number:	
MD's Name:		MD's Phone Number:	
MD Diagnosis (list all):			
MD Recommendations:			
How did you hear about us?			
Please enter specific details (name of friend, doctor, event, etc.):			
Is there a mental health component to this consultation?		Yes	No
Kind of nutrition support you have had:			
Previous diets followed (if any):			
Date of Last Blood Tests: <small>(required)</small> :	Abnormal Results:	Yes	No
Current Blood Pressure: <small>(required)</small> :	Date of Blood Pressure: <small>(required)</small> :		
<p><b>Note:</b> Please send a pdf (Adobe) copy of your <b>most recent complete blood test results</b> with <b>this form</b> to <a href="mailto:info@bbdnutrition.com">info@bbdnutrition.com</a>. If you don't have current complete blood work, we can get started without it, however I will need it to design your Meal Plan.</p>			
<p><b>Please select mode of service</b> <small>(required)</small>:</p>		<p>in person <small>(Coquitlam office)</small>      Distance Consultation services <small>(phone/skype)</small></p>	
Do you have extended benefits <small>(required)</small> :	Yes	Extended Benefits provider <small>(required)</small> :	
	No	Extended benefit limits for visits to a Dietitian <small>(required)</small> :	
			\$ / year



## Intake Form and Service Option Form

In one sentence, please describe your goals and expectations and lifestyle changes you would like to make. Please be as specific as possible:

Please list any physical or mental health illnesses or conditions that run in your family (parents, grandparents, siblings):

Please list any medical conditions that you have been diagnosed with (e.g. Type 2 Diabetes, hypertension, high cholesterol, etc.)

Please list all physician-diagnosed allergies that you have (foods, drugs, environmental):

Please list any food intolerances you have (foods that make you feel unwell):

Please list the names of all **medications** and/or **nutritional supplements** currently being taken, as well as the dosage:

\*Please note that I do not provide weight management services to clients currently on insulin or insulin-analogue therapy. Please consult with a healthcare professional with CDE certification.

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Prices are in  
**Canadian dollars**  
**(CDN).**  
GST (5%) will be added.

**Please tick off services requested:**

**1. HOURLY SESSIONS:**

**Hourly Clinical Services:** provides the services as available under one of the packages, but on an hourly basis. Please note that a copy of recent complete blood work is required. \$150 / hr

**2. COMPLETE ASSESSMENT PACKAGE:** only for the routine clinical conditions listed below.  
Please use the Customized Nutrition Package if there are other / additional clinical conditions.

**Complete Assessment Package** is an all-inclusive package for clients who want to eat healthier, lose weight and lower their insulin resistance. Includes a one-hour initial appointment to establish dietary goals, collect personal and family medical history, review any recent laboratory tests and conduct a complete food habit and lifestyle review. Based on the information collected, an Individual Meal Plan will be designed factoring in your weight management goals. Review of your Meal Plan, teaching of simple yet accurate ways to estimate portion sizes, and answering questions will take place during the final one-hour Nutrition Education Session. \$350 / pkg

**PEDIATRIC** - aged 6 - 19 years, includes ht / age, wt / age, BMI / age, growth projection . . . . . + \$50

Select any **ADD-ON OPTIONS**

**Iron Option** - 2 Nutrition Education Sessions (attach Iron Option Form) + \$100

**Low-FODMAP Option** (attach Low-FODMAP form) + \$75

**Diverticulosis Option** (attach Diverticulosis Form) + \$75

**3. FOLLOW-UP PACKAGES:**

**Dietary Management Package:** The Dietary Management Package is a follow-up package for those who've taken the Complete Assessment Package and would like additional support or 'coaching'. The Dietary Management Package can be taken as 6 half-hour sessions or as 3 one hour-sessions – or a combination of full hour and half hour sessions totalling 3 hours of services. \$350 / pkg

**Anti-Inflammatory Protocol Package:** designed to help people learn which foods promote inflammation so that they can limit them and which foods are evidence-based to have anti-inflammatory properties in order to increase intake of them, with the goal of reducing pain & symptoms. \$350 / pkg

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**4. CUSTOMIZED SERVICES:**

**Customized Nutrition Package:** please specify services sought (not described under existing packages) and price requested for those services:

**To be completed ONLY by the Dietitian:**

I agree to provide the services outlined in the Customized Nutrition Package description at the following cost:

**Registered Dietitian's Printed Name:**

\$ \_\_\_\_\_

**Date Signed:** Day Month Year:

**5. SPECIALIZED SERVICES:**

**Food Sensitivity / Food Allergy Management Package:** designed for clients who suspect they may be sensitized to certain foods or components of foods. Uses a combination of standard assessment tools and where appropriate, will request the client's MD to requisition IgE specific serum antibody allergy testing (covered by MSP) to determine whether antibodies to specific foods / food classes are present. Includes 3 one-hour visits or a total of 3 hours of services. \$350 / pkg

**Celiac Disease Management Package:** specifically designed to cover each of the topics listed on the Canadian Celiac Association's web page in sufficient detail so as to enable a newly diagnosed Celiac to safely select foods and ingredients at home and away from home. This package will also fill in 'gaps' in knowledge in celiacs who have been diagnosed for some time or those who need to avoid gluten for other reasons. Includes 2 x 1.5 hour appointments. *Topics include;* \$350 / pkg

- |  |   |
|--|---|
| 1. What is Celiac Disease                    | 8. What does "Gluten-Free" in alcoholic beverages mean?     |
| 2. Nutrition Complications in Celiac Disease | 9. Gluten-Free Shopping in the Lower Mainland               |
| 3. Getting Started – what to eat at first    | 10. Gluten Sources in Medications & Gluten-Free Medications |
| 4. Ingredients                               | 11. Avoiding Cross-Contamination in Food Preparation        |
| 5. Gluten-Free Food Ingredients list         | 12. Lower Mainland Restaurants                              |
| 6. Non-Gluten-Free Food Ingredients          | 13. Celiac Medical Expenses for Tax Deductions              |
| 7. Gluten-Free Alcoholic Beverages list      | 14. Recommended Resources – in print and online             |

**Inflammatory Bowel Disease (IBD) Package:** is designed for clients who have been diagnosed with Inflammatory Bowel Disorder (Crohn's Disease, Ulcerative Colitis) and who have been advised to follow a low residue diet to minimize the symptoms of 'flare ups' and a low-FODMAP diet once stable. This package will teach you which foods need to be avoided to minimize gastro-intestinal symptoms both during flares and afterwards, with the goal of minimizing flare-ups. Includes 2 one-and-a-half-hour visits or a total of 3 hours of services. \$350 / pkg

**Irritable Bowel Syndrome (IBS) Package:** is designed for clients who have had clinical conditions such as Inflammatory Bowel Disorder (Crohn's, Colitis etc.) and Celiac disease ruled out and who require support to determine which foods or food components and/or beverages are contributing to their ongoing, unpleasant gastro-intestinal symptoms. Includes 3 one-hour visits or a total of 3 hours of services. \$350 / pkg

**Small Intestinal Bacterial Overgrowth (SIBO) Support Package:** is designed for clients who are have been -- or are in the process of being diagnosed with SIBO and who require dietary support during the three phases of treatment: Phase I: prior to taking antimicrobials, Phase II: while taking antimicrobials, Phase III: after completion of round of antimicrobials. This package provides 3 one-hour visits or a total of 3 hours of services. \$350 / pkg

## **DISTANCE CONSULTATION and REGISTERED DIETITIAN REGISTRATION**

For those taking Distance Consultation service, please note that my clinical office and place of business is British Columbia, Canada and I am registered with the College of Dietitians of British Columbia and Alberta and Distance Consultation services will be deemed to have taken place at my Coquitlam, British Columbia office.

## **SELECTION OF PACKAGES and PACKAGE EXPIRY**

Complete blood test results will need to be received prior to the design of the Individual Meal Plan for those taking a Complete Assessment Package but the package may be started pending their reception. Packages must be completed within three (3) months from the date indicated at the bottom of this form, after which they will be deemed to have expired.

## **PAYMENT METHODS, RECEIPTS and CANCELLATION OF SERVICES**

Payment in Canadian dollars (CDN) shall be made 24-hours' in advance of the first scheduled appointment either by e-transfer sent to [info@bbdnutrition.com](mailto:info@bbdnutrition.com) (and using the security word provided) or paid via credit card directly on the SSL encrypted web page ([www.bbdnutrition.com](http://www.bbdnutrition.com)). If attending appointments in-person, deposit for the first appointment shall be made via credit card or e-transfer but subsequent payments can be made via personal cheque made out to BetterByDesign Nutrition Ltd. / BBDNutrition.

A flexible payment plan is available for the Complete Assessment Package, with payments as follows: \$150 paid 24 hours' prior to the assessment appointment, \$100 paid prior to design of Meal Plan, \$100 paid prior to Nutrition Education Session.

Payments for packages that have already begun are non-refundable, however should the office receive written notice requesting cancellation of services 7 days or more prior to the first confirmed appointment, a full refund will be provided via e-transfer within 7 business days.

## **APPOINTMENT CANCELLATION, RESCHEDULING and 'NO-SHOWS'**

Cancellation or rescheduling of an appointment with less than 24 hours' written notice will result in a \$150.00 charge being applied.

Failure to keep an appointment ('no-shows') will be considered as a completed visit.

## **CONFIDENTIALITY**

All discussions with the Dietitian and all records related to nutritional services are confidential and will not be shared with any other person, health care provider or organization without prior knowledge and written consent of the client.

For confidentiality, laboratory test results should have confidential information redacted prior to emailing to us.

## **ROLE OF THE CLIENT'S PHYSICIAN**

The client's physician is responsible for overseeing their healthcare, and it is the client's responsibility to inform them that they are planning to consult with a Registered Dietitian. If their physician has specific dietary recommendations the client will request that their physician write a referral to BetterByDesign Nutrition Ltd. / BBDNutrition with their instructions.

If the client does not have a General Practice / Family Practice Physician, they will consult with a physician at walk-in clinic regarding their intention to see a Registered Dietitian and will ask them if they have any specific recommendations.

If the client has been prescribed medications to control their blood sugar, cholesterol or blood pressure, they understand that it is their responsibility to ensure that they have a physician monitor their medication dosage as they lose weight.

**STATEMENT OF UNDERSTANDING:**

I hereby attest that I am seeking nutrition consultation session(s) on my own behalf in order to learn nutritional and lifestyle information that I may apply in everyday life.

Unless I provide the Dietitian with a written referral from my physician indicating otherwise, I understand and accept that the services provided by Joy Y. Kiddie, MSc RD of BetterByDesign Nutrition Ltd./ BBD Nutrition do not involve the diagnosis, treatment, mitigation or prevention of a disease or disorder or abnormal physical state or their symptoms and that I am providing lab tests results for information purposes only.

I understand and accept that Joy Y. Kiddie MSc, RD of BetterByDesign Nutrition Ltd. / BBD Nutrition is licensed as a Registered Dietitian in British Columbia and Alberta, Canada and can provide services in all Canadian provinces except PEI.

I am fully responsible for my own health and that recommendations provided to me do not replace, superced or substitute for the diagnoses and treatment recommendations of my physician(s).

I understand and accept that it is my responsibility to consult with my physician [or in the absense of one, with a physician at a local walk-in clinic] with regards to implementing any recommendations provided to me *prior* to changing my dietary intake, eating pattern and/or physical activity.

I understand and accept that if decide to pursue a low carbohydrate diet that the initial Meal Plan that will be designed for me will be at a significantly reduced level of carbohydrates and will begin at 130g of carbohydrate per day (unless otherwise prescribed by my physician). Carbohydrates will be gradually reduced subsequently only as required to attain desired clinical outcomes.

I understand and accept that it is my responsibility to have clarified anything I do not understand on this form with Joy Y. Kiddie, MSc, RD prior to signing the form.

I understand and accept that Joy Y. Kiddie MSc, RD of BetterByDesign Nutrition Ltd. / BBD Nutrition has the right to refuse treatment or terminate provision of services.

I understand and accept that services provided to me by Distance Consultation will be deemed to have taken place in Coquitlam, British Columbia, Canada.

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**CONSENT FOR NUTRITION SERVICES**

I understand and accept that there are both benefits and risks involved with any nutrition or physical activity recommendations and I have, or will consult with my physician before implementing any nutritional, exercise or lifestyle recommendations provided to me by the Dietitian.

I understand and accept that this consent expires six (6) months from the date indicated directly below.

I hereby give my consent for the above indicated services.

**Client's First Name, Middle Initial, Last Name:** (required)

By checking off this box, I declare that I have read this form, understand and agree with its contents.

By checking off this box, I agree to all the terms above and understand that my typed name below is as legally binding as my physical signature.

**Client's signature:**  
(required)

**Date:**  
(required)