

Thank You for Becoming a Family Member at Integrated Family Medical Center.

In order to serve you the BEST, we would like you to provide us with the following information.

1. Name of your previous PRIMARY CARE PHYSICIAN. (address/phone/fax number
i)
ii)
2. Name of all your SPECIALISTS. (address/phone/fax) i)
ii)
iii)
3. Your current EMAIL address and PHONE number.
4. Your Pharmacy Name and Address (local and mail order) i)
ii)
<u> </u>

5. Please bring all your current MEDICATIONS with you.

This way we can request your Medical Records on your behalf and when you come for your FIRST VISIT we will have updated all your records.

Thank you for visiting our office. It will be a pleasure serving you and we hope we can meet all of your needs.

For further communications, please take advantage of the convenience of your **Patient Portal**. Through the portal you can: **request an appointment, request a medication refill**, and **communicate with your Provider or their clinical staff**. It is so easy and convenient. Please give it a try!

We look forward to taking care of you at Integrated Family Medical Center.

Sincerely,

Dr Kalpana Desai, April Weber, APRN and Staff of IFMC. CR466,Suite 773, Lady Lake, Florida 32159. 352-259-6949 www.Myifmc.com and Drkay@myifmc.com



Kalpana Desai, MD
The Summit of Lady Lake
773, CR 466
Lady Lake, FL - 32159
(352) 259-6949 (P)
(352)-259-1132 (F)
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Patient's Name:			D.O.B:	
Address:				
City/State/Zip:				
Alternate Telephone/Cell:				
Email Address:				
Social Security Number:				
PATIENT RESPONSIBILITY:				
Person responsible for payme	nt, if other than patient:			
Relationship to Patient:	Spouse Parent	Employer	other:	
Responsible Person's Address	:			
City:State:				
Home Phone: ()				
Date of Birth:/				
EMERGENCY CONTACT:				
Name:	Address:			
Relationship to Patient:				
Minor patients The adult accompanying a minor Non-emergency treatment will be plan.				
Alternate address for part-tin	ne residents			
Street Address:		City		
State: Zip:				
How did you hear about us? _				
INSURANCE INFORMATION				
Primary:				
Name:				•
Policy Number:		Telephone:		-
Secondary:				
Name: Policy Number:	To	lenhone:		
Prescription Plan:		.iepiione		-
Name:		ID#		
7377.577				-

Date:

Patient Signature:

Do you wish to change your Primary Care Physician to Dr. Kalpana Desai MD: (Y/N). It is your responsibility to make this change with your insurance company for bill purposes.
REASON FOR PHYSICIAN CHANGE:
CURRENT PHYSICIANS
Primary Care Provider:
Physician's Name:
Address:
City/State/Zip:
Telephone Number:
How long seen:
Other:
Physician's Name:
Specialty:
Address:
City/State/Zip:
Telephone Number:
How long seen:
COALS FOR YOUR VISIT
GOALS FOR YOUR VISIT What concerns would you like for us to address? (Please explain in as much detail as possible)
1
2.
3.
4.
5.
6
Consent to Treat hereby give Integrated Family Medical Center consent to provide whatever treatment deemed
necessary for the patient. I hereby authorize the release of medical records and other information as required for payment of
benefits payable by insurance or third party sources in connection with treatment of
(patient's name). I further authorize payment to be made directly to Integrat
Family Medical Center of any benefits payable which are otherwise payable to me.
Disclosure/Liability Waiver
Integrated Family Medical Center-Bioidentical Hormone Replacement Program integrates guidelines and practice parameters see
forth by the FDA, National Institutes of Health and American Academy of Anti-Aging Medicine. While numerous safety measures
taken by our physicians and staff, incidental events may occur that is beyond the control of our staff. Within the medical
community, there are opposing views with respect to the use of bioidentical hormonal therapies. The use of bioidentical hormonal does provide true medical benefit, and in this setting is being used to lessen/treat symptoms you have identified as bothersome
undesirable, and frankly unwanted. It is therefore expressly agreed that you are voluntarily participating in this program and all
bioidentical hormonal replacement regimens, and the use of any medications and/or supplements is undertaken at your own ris
You herby agree to waive any claims or rights you might otherwise have to pursue legal remedies from Integrated Family Medic
Center, its staff, or treating providers for injury to you on account of involvement in the Bioidentical Hormone Replacement
Program. You have carefully read this waiver and fully understand that it is a release of liability.
I accept all terms and conditions of this offer.
Patient Signature: Date:

FAMILY HISTORY

Is there a history of any of the following conditions in your family? (Parents, siblings) Please circle one of the following:

Memory Loss	Father	Mother	Siblings
Dementia	Father	Mother	Siblings
Alzheimer's Disease	Father	Mother	Siblings
Cancer, Location?	Father	Mother	Siblings
Heart Disease	Father	Mother	Siblings
High Blood Pressure	Father	Mother	Siblings
Stroke	Father	Mother	Siblings
Chronic Lung Disease	Father	Mother	Siblings
Diabetes	Father	Mother	Siblings
Depression	Father	Mother	Siblings
Parkinson's Disease	Father	Mother	Siblings
Osteoporosis	Father	Mother	Siblings

Mother: Father:

Alive/Deceased

Alive/Deceased

Siblings:

Alive/Deceased

SOCIAL HISTORY

Circle whatever is applicable

•	Employment	Retire	d Employed
•	Marital Status	Marrie	ed Divorced Widowed Single
•	Religious Affiliation:	Yes	No
•	Do you belong to any social groups?	Yes	No
•	Do you drive?	Yes	No
•	Do you use tobacco?	Yes	No Quit
•	How many Cigarettes do you smoke in a day		(day / years)
•	Are you willing to quit smoking	Yes	No
•	Does anyone in your house use tobacco?	Yes	No
•	Do you drink alcohol?	Yes	No Quantity
•	Have you used any recreational drugs?	Yes	No
•	Do you drink caffeine?	Yes	No
•	Are you exposed to the sun?	Frequ	ently Occasionally Rarely
P	atient Signature:		Date:

HEALTH MAINTENANCE

When did you last have the	following exam	nination? (Plea	se list date)	
1 Dental		2	_ Vision	
3 Hearing		4.	_ Pneumonia vac	cine
5 Tetanus vacci	ne	6	_ Flu vaccine	
7 Shingles vacci	ne	8	_ Stool Examinati	on N or Abn
9. Colonoscopy	N or Abn	10.	_ Bone Density N	or Abnormal
WOMEN'S WELLNESS: (Please a. b. c. d.	Pap smear Mammogram Hysterectomy Last menstrua	N or Abn		
MEN'S WELLNESS: (Please I			Prostate Exam _	
HOSPITALIZATIONS Past ho	spitalization, S	urgeries		
1)				Žin.
2)				
3)				
4)				
5)				
Have you ever had a blood tr	ansfusion?	YES	NO	
Patient Signature:		-	Date:	

PAST MEDICAL HISTORY

	Abdominal Aortic Aneurysm (441.4)		
	Abnormal Pap Smear (795.00)		Gout (274.9)
	Abnormal EKG – (794.31)		Hearing Impairment (389.9)
	Attention Deficit Disorder (314.0)		Headache (784.00)
	Allergic Rhinitis (477.9)		Heart Disease (429.9)
	Anemia (285.9)		Heart Murmur (785.2)
	Anxiety (300.0)		Hernia (550.90)
	Asthma (493.00)		History of Breast Cancer (V10.3)
	Atrial Fibrillation (427.31)		History of Prostate Cancer (V10.46)
	Back Pain (724.5)		Hypertension (401.9)
	Benign Prostatic Hypertrophy (600.00)		Hypothyroidism (244.8)
	Breast Lump (611.72)		Hyperlipidemia (272.4)
	Bronchitis (491.9)		Iron Deficiency Anemia (280.9)
	Cancer: Bladder (236.7)		Insomnia (780.52)
	Cancer: Breast (239.3) Cancer: Prostate (239.5)		Kidney Stones (592.0)
	Cancer: Skin (239.2)		Macular Degeneration (362.50)
	Cancer: Bone (239.2)		Memory Impairment (780.93)
	Cancer: Colon (239.0)		Migraine Headache (346.90)
	Cancer: Lung (239.1)		Mitral Valve Prolapse (424.0)
	Cancer: Melanoma (172.9)		
	Cardiomyopathy (425.4)		Morbid obesity (278.01)
	Carpal Tunnel (354.0)		Osteopenia (733.90)
	Cataracts (366.9)		Osteoporosis (733.00)
	Chronic Bladder Infections (595.9)		Osteoarthritis (715.98)
	Chronic Diarrhea (787.91)		Obstructive Sleep Apnea (327.23)
	Chronic Pancreatitis (577.1)		Other protein calorie and malnutrition
	Chronic Kidney disease (585.9)		(263.8)
	Congestive Heart Failure (428.0)		Palpitations (785.1)
	Constipation (564.00) COPD (496)		Peripheral Arterial Disease (443.9)
	Coronary Artery Disease (414.00)		Pneumonia (486)
	CVA (434.91)		Pulmonary Nodule (518.89)
	Depression (311)		Pulmonary Embolus (415.19)
	Dementia (294.10)	_	
	Diabetes (250.00)		Polycythemia (289.0)
	Diabetes, insulin-dependent (250.01)		Rheumatoid Arthritis (714.0)
	Diverticulitis (562.11)		Restless leg syndrome (333.94)
	Diverticulosis (562.10)		Seizures (780.39)
	DVT (453.40)		Stasis Edema (459.30)
	Edema (782.3)		Thyroid Nodule (241.0)
	Emphysema (492.8)		Ulcers (707.9)
	Erectile dysfunction (607.84)		Urinary Incontinence (788.30)
	Gallbladder Disease (575.9)		Uterine Prolapse (618.1)
	GERD (530.81)		Varicose Veins (454.9)
	Genital Herpes (054.10)		Vitamin B12 Deficiency (266.2)
			Vitamin D Deficiency (268.9)
Pa	tient Signature:	— Da	

Current Review of You over the last Two Weeks

Please circle Y or N when completing this section.

General Symptoms

Weight Loss	Y or N	Weight Gain	Y or N
Fever	Y or N	Chills	Y or N
Sweats	Y or N	Cold or Flu	Y or N
Change in Appetite	Y or N		

Eyes

Glaucoma	Y or N	Macular	Y or N
		Degeneration	
Cataract	Y or N	Problems w/ eyeglasses	Y or N
Trouble Seeing	Y or N	Eye Pain	Y or N

Ear, Nose, Mouth, Throat

Trouble Hearing	Y or N	Ear Pain or Itching	Y or N
Sinus Problems	Y or N	Nose Bleeds	Y or N
Sore Throat	Y or N	Teeth/ Denture Problem	Y or N
Hoarseness	Y or N	Mouth Sores	Y or N
Problems Chewing	Y or N	Dry Eyes	Y or N

Heart

Heart Attack	Y or N	Pacemaker	Y or N
CHF	Y or N	High Blood Pressure	Y or N
Low Blood Pressure	Y or N	Swelling of Feet	Y or N
Chest Pain/Tightness	Y or N	Rapid/Irr Heart Beat	Y or N

Lung

Trouble	Y or N	Perspiration	Y or N
Breathing(am)			
Persistent Cough	Y or N	Coughing up blood	Y or N
Wheezing	Y or N	Asthma	Y or N
Bronchitis	Y or N	Emphysema	Y or N
Cancer	Y or N	Trouble breathing (pm)	Y or N

Digestion

Difficulty Swallowing	Y or N	Indigestion	Y or N
Nausea/Vomiting	Y or N	Heartburn	Y or N
Change in BM	Y or N	Black BM	Y or N
Bleeding from Rectum	Y or N	Stomach Ache	Y or N

Patient Signature:	Date:	

Bone and Joint

Leg Pain on walking	Y or N	Rheumatoid Arthritis	Y or N
Back/Neck pain	Y or N	Osteoporosis	Y or N
Joint Pain/Stiffness	Y or N	Fracture	Y or N
Foot Problem	Y or N	Gout	Y or N
Arthritis	Y or N	Osteoarthritis	Y or N

Brain and Nervous System

Frequent Headaches	Y or N	Problem w/ Sleep	Y or N
Balance	Y or N	Stroke-TIA	Y or N
Alzheimer's	Y or N	Dementia	Y or N
Seizure	Y or N	Frequent Dizzy Spells	Y or N
Parkinson's Disease	Y or N	Passing Out/Fainting	Y or N
Paralysis	Y or N	Falls	Y or N
Tremor/Shaking	Y or N	Memory/Thinking	Y or N

Mood/Sadness:

Depression	Y or N	Anxiety	Y or N
Hallucinations	Y or N	Agitation	Y or N

Kidney and Urinary Tract Problems:

Blood in Urine	Y or N	Loss of Urine	Y or N
Frequent Urination	Y or N	Urination at night	Y or N
Painful Urination	Y or N	Kidney Disease	Y or N
Prostate Disease	Y or N	Frequent Infection	Y or N
Diff starting/stopping	Y or N		

Gynecological Problems (Women):

Pain	Y or N	Itching	Y or N
Discharge	Y or N	Bleeding	Y or N

<u>Skin</u>

Rash	Y or N	Sores	Y or N
Itching	Y or N		

Miscellaneous and Others

Excessive Thirst	Y or N	Excessive Hair	Y or N
Feel Too Hot	Y or N	Polycycstic Ovaries	Y or N
Sexual Functions	Y or N	Hormonal Problems	Y or N
Blood Clot	Y or N	Thyroid	Y or N
Anemia	Y or N	Adrenal	Y or N
Cancer	Y or N	Diabetes I or II	Y or N
Other	Y or N	Diabetes	Y or N
Gland Problems	Y or N	Underactive Thyroid	Y or N
Overactive Thyroid	Y or N		

Patient Signature:	Date:
Patient Signature.	Date.

		MEDICATION L	IST		
Patient Name: Da		Date of Birt	of Birth:		
Pharmacy:			/ Phone #: / Fax #		
Allergies to Medi					
1.		4			
2		5			1
3		6		_	
Date prescribed	Medication	Dose	Quantity	Frequency	
NOTE:					_
					_
					
					3
Patient Signature:			Date:		

OFFICE FINANCIAL POLICY

- 1. As a courtesy, we will file your primary and secondary insurance. It is your responsibility to make sure that your insurance company has Dr. Kalpana Desai MD listed as your primary care physician and your most recent address and contact information.
- 2. We are required to make a copy of your insurance cards for verification purposes.
- 3. We will collect your deductible, co-payment and uncovered service fees <u>at the time of service</u>. Payment methods are: Cash, Check, MasterCard, Visa, American Express, Discover.
- 4. Appointments cancelled less than 24 hours of the set appointment time are subject to a \$75.00 cancellation fee. Initials_____
- A cancellation of Ultrasound, PFT less than 48 hours before the appointment time is a \$75.00 cancellation fee and requires a verbal conversation with Dr. Deasi. Initials
- 6. A cancellation of a Stress test less than 48 hours before the appointment time is a \$175.00 fee and requires a verbal conversation with Dr. Deasi. This fee covers the cost of the nonrefundable pharmaceutical. Initials
- 7. All copies of Patient Documents are \$1.00 per page.
- 8. Your insurance will send you an explanation of benefits that explains what they have paid to our office. This is a record that you **MUST** keep on file. If you do not agree with their payment, please contact the insurance company directly...
- 9. If payment is not received within 30 days of the filing date with your insurance, you will be notified that payment is due.
- 10. If you are sent outside of the office for additional testing such as lab work or imaging, that facility will file your insurance for you. If you have questions regarding billing or claim payment, call the facility directly. We do not have information regarding billing from outside of this office.
- 11. Patient will be responsible for all collection costs incurred by Integrated Family Medical Center in the recoupment of unpaid balances.

Patient Signature:	Date:

PHONE MESSAGE POLICY

Lacknowled	dge and agree th	nat the Integrated Family Medical Cen	ter may: (CHECK ALL THAT APPLY)			
	•	egarding upcoming appointments				
			s/imaging studies/medication refills on my home answering machine			
□ Lea	ve a message re	egarding billing questions on my home an	swering machine			
medical re	ecord informa	nat Integrated Family Medical Center may tion to the following individuals who ns, health care surrogates, or have po	o are either, my family membe	mation and rs, legal		
Print name		Relation	Phone			
Print name		Relation	Phone	_		
Print name		Relation	Phone	 3		
I have read and understand the inf the patient or the authorized pa to the above terms. Signature of Patient or Authoriz		uthorized Representative:				
	· ·					
		ADVANCE DIRECTIVE	<u>:S</u>			
Do you ha	ive the followi	ing? Please Circle Yes or No .				
1. Yes	No	- Living Will.				
2. Yes	No	- Advance Directives.				
3. Yes	No	- Do Not Resuscitate.				
4. Yes	No	 Durable power of Attorney. 				
Name:		Relation:	Phone:			
5. Yes		-HealthCare Surrogate.				
Name:		Relation:	Phone:			
Nume						
Signature	of Patient or Le	egal Guardian	Date			
Patient's N	lame		Date			
Drint No.	o of Dationt or	Legal Guardian				
rillit (Vall)	e of Facient of	Legal Juai ulai i				

PRESCRIPTION REFILL POLICY

Refills for current medications can be accomplished by:

- 1. Allow **48-72** hours for processing of refill request.
- 2. Call your pharmacy and have them fax a refill request.
 - a. Bio-identical hormone replacement prescriptions require payment before these can be refilled.
 - b. Bio-identical hormone replacements are only filled through our office.
- 3. Calling your pharmacy and requesting an electronic transmission request be sent for needed refills
- 4. Keeping an up to date list of needed prescription refills and requesting them at the time of your appointment

PLEASE NOTE:

- 1. Refill requests received from a pharmacy will be accomplished within 48-72 business hours.
- 2. Please do not leave multiple requests for the same medication!
- 3. If you are completely out of a medication you can contact your pharmacy for an emergency refill (typically 3-4 days worth of the medication).
- 4. Drop in and call in requests for prescription refills will be manually entered into the system at the end of the business day and subject to a **48-72** business hour wait period from that time.
- 5. Your physician will not be pulled out of a room while seeing a patient to refill any medications as this is not fair to patients with scheduled appointments.
- 6. Refill requests received through the patient portal will be accomplished within 48-72 business hours.
- 7. We do not fax prescriptions to mail order pharmacies these will have to be picked up in person.

Signature of Patient or Legal Guardian:

Patient's Signature:	Date:		
Print Name of Patient:			
Legal Guardian Signature:	Date:		
Print Name of Legal Guardian:			

Instructions for Completing HIPAA Privacy Authorization Form

If you would like some person other than yourself to have access to your medical records and information, and allow health care providers to release such information to that person, you must authorize the release of the information in writing. Since a Durable Power of Attorney for Health Care is only effective after you have lost your capacity to make or communicate decisions, the Power of Attorney does not authorize release of medical information to the person named while you remain competent. If you want some person other than yourself to have access to that information now, while you remain competent, you need to complete and sign a HIPAA Privacy Authorization Form, regardless of whether or not you also have a Durable Power of Attorney for Health Care in place.

In **Section** 1 you need to insert the name of the health care provider (hospital, physician, etc.) who is authorized to release the information, and the name of the person who is authorized to receive the information.

In **Section** 2 you first need to indicate what **time period** is covered by the authorization, and then what type of information is allowed to be released.

In **Section** 4 you need to indicate **how long** the authorization is to remain effective, for example until a certain date or until your death. You retain the power to revoke the authorization at any earlier time.

The form needs to be **signed** by the patient or by the personal representative of the patient, such as a parent if the patient is a minor. You must complete a separate form for each health care provider you want to authorize to release information. We suggest you photocopy the form for multiple use.

HIPAA Privacy Authorization Form
Authorization for Use or Disclosure of Protected Health Information (Required by the Health Insurance Portability and Accountability Act - 45 CFR Parts 160 and 164)

I hereby authorize		to use and/or disclose the protected
[Name	of Health Ca	are Provider]
health information described bel	ow to Integr	rated Family Medical Center OR
	-	[Name of Individual]
1. Authorization for Release of Information	ation. Coverin	ng the period of health care from
[] to	OR	[] All past, present and future periods:
		lete health record (including records relating to mental 5, and treatment of Alcohol/ drug abuse).
b. [] I hereby authorize the release information:[] Mental health records	of my compl	lete health record with the exception of the following
[] Communicable diseases (include	ling HIV and	AIDS)
[] Alcohol/drug abuse treatment[] Other (please specify):		
 I understand that I have the right to a revocation is not effective to the e 	revoke this a extent that an	tilat which time this authorization expires. [Date or Event] authorization, in writing, at any time. I understand that ny person or entity has already acted in reliance on my d as a condition of obtaining insurance coverage and the insurer
I understand that my treatment, par sign this authorization.	yment, enroll	lment or eligibility for benefits will not be conditioned on whether
6. I understand that information used and may no longer be protected by	the second secon	pursuant to this authorization may be disclosed by the recipient ate law.
Signature of Patient or Personal Representa	tive	Date
Print Name of Patient or Personal Represent	tative	Relationship to Patient



If there are questions, please contact us at [352-259-6949].

Kalpana Desai, MD
The Summit of Lady Lake
773 CR 466
Lady Lake, FL 32159
352.259.6949 (O)
352.259.1132 (F)

Medical Information Release Request

Address	s:					
	(Street)	(City)	(State)	(ZIP)		
Date of	birth:	Da	te(s) of treatment:			
From: _						
	(Provider Name)	(Address)	(Ph	one)	(Fax)	
		ical Center, Kalpana De				
Т	he Summit of Lady La	ke, 773 CR 466, Lady La	ake, FL 32159 P:	352.259.6949	F: 352.259.1132	
Initial all	that apply:					
I consen	t to have all the medical in	nformation regarding my tre	atment or hospitaliza	ition from my:		
A	ll Notes from recent Hospi	talization or Outpatient Car	eE	ntire Medical Reco	ord	
A	II Notes from Emergency R	Room Visit	L:	abs		
All Notes from Medical Treatment			Di	Diagnostic Tests/Imaging Reports		
La	ast Consult Notes/Progress	s Notes				
		on to be released for the fo				
		ent Litigation for Revi				
		:Engation for Nevi				
Additional patient he health in prequest for already bunderstandy by law. H	al information regarding the u as the right to review the "no formation for treatment, payi or restrictions. I may revoke th een taken. No further confide and that these records are prot aving read the above informa	ential information is released w tected under federal and state i	nformation is described ont. A patient has the right of purposes. However, the tial information in writing it hout the execution of law and cannot be disclass. AND AGREE	in the Practice's not tht to request restric he Practice is not red ng, at any time, exce an additional writte osed without my col NOT TO SUE the Pro	ice of privacy practices. A ctions, uses, and disclosures of	
			(Print patient's i	name)		
			(Signature of pa	tient)		