

PATIENT INFORMATION

Please complete ALL Areas

Date: _____ MRN: _____ SSN: _____

Last Name: _____ First Name: _____ MI _____

DOB: _____ Age: _____ Gender: M F Race: _____

Ethnicity _____ Marital Status _____ Preferred Language _____

Address: _____ City _____ State _____

Zip Code: _____

Home Phone: _____ Cell Phone _____

Work Phone: _____ email: _____

Employer: _____ Occupation: _____

Address: _____ City: _____ State _____

Zip Code: _____

Primary Doctor: _____ Phone: _____

Referred By: _____

If Minor, name of responsible party:

Name: _____ Relationship _____ Phone: _____

In Case of an Emergency, contact:

Name: _____ Relationship: _____ Phone: _____

Insurance Coverage: _____ Guarantor _____

Medicare # _____ Medical # _____

Pharmacy Name: _____

Pharmacy Address: _____

Pharmacy Phone: _____

Date

Signature

Patient Information and Medical History

Last Name _____ First Name _____ Gender: M F

Date of Birth _____ Current Age _____ Date _____

Drug Allergies _____

Other Allergies _____

MEDICAL HISTORY

- _____ Diabetes
- _____ Lung Disease
- _____ COPD
- _____ Asthma
- _____ Cancer

- _____ Coronary disease
- _____ High Blood pressure
- _____ Myocardial infarction (heart attack)
- _____ Bleeding disorder
- _____ Glaucoma
- _____ Arthritis

- _____ Gout
- _____ Kidney stones
- _____ Thyroid disease
- _____ Cancer type _____
- _____ Peripheral vascular disease (stroke, aneurysm, poor Blood flow)
- _____ Kidney disease
- _____ Other _____

PREVIOUS SURGICAL PROCEDURES

(Please list the approximate year of the surgery)

MEDICATIONS AND DOSE (MG)

PERSONAL HISTORY

- _____ Smoker
- _____ Recreational drug use
- Marital Status (Please circle)
Single Married Divorced Widow/Widower
- Do you drink alcohol? Y N If yes, please list what you drink and your amount of consumption

Do you drink coffee/tea? Y N If yes, please list Amount of consumption _____

PAST FAMILY HISTORY: IF A BROTHER, SISTER, FATHER, OR MOTHER HAS HAD ANY OF THE FOLLOWING DISEASES, PLEASE NOTE, AND STATE RELATIONSHIP

- _____ Diabetes _____
- _____ Hypertension _____
- _____ Lung Disease _____
(COPD, Asthma, Cancer)
- _____ Coronary Disease _____
- _____ Myocardial Infarction _____
(Heart Attack) _____
- _____ Arthritis _____

- _____ Kidney stones _____
- _____ Kidney disease _____
- _____ Thyroid disease _____
- _____ Cancer _____
- _____ Other _____

Patient Name: _____ Date: _____

Constitutional Systems			Genitourinary		
Appetite change	Y	N	Blood in urine	Y	N
Chills	Y	N	Frequent urination	Y	N
Fever	Y	N	Painful urination	Y	N
Headache	Y	N	Urgency	Y	N
Weight loss	Y	N	Bladder not emptying	Y	N
Eyes			Straining to void	Y	N
Blurred vision	Y	N	Leaking	Y	N
Eye Pain	Y	N	with coughing	Y	N
Ears, Nose, Throat			with urgency	Y	N
Sinus congestion	Y	N	Pain with intercourse	Y	N
Sore throat	Y	N	Testicle pain (Male)	Y	N
Ringing in ear(s)	Y	N	Poor erections (Male)	Y	N
Hearing loss	Y	N	No erections (Male)	Y	N
Respiratory			Testicle mass/lump (Male)	Y	N
Chronic cough	Y	N	Heavy Periods (Female)	Y	N
Shortness of breath	Y	N	Painful periods (Female)	Y	N
Coughing up blood	Y	N	Vaginal discharge (Female)	Y	N
Cardiovascular			Musculoskeletal		
Angina	Y	N	Arthritis	Y	N
Palpitations	Y	N	Back pain	Y	N
Chest pain	Y	N	Joint pain	Y	N
Ankle Edema	Y	N	Endocrine		
Gastrointestinal			Excessive sweating	Y	N
Abdominal pain	Y	N	Excessive thirst	Y	N
Constipation	Y	N	Excessive weight gain	Y	N
Diarrhea	Y	N	Excessive weight loss	Y	N
Heartburn	Y	N	Hematological		
Nausea/vomiting	Y	N	Bleeding problem	Y	N
Black stools	Y	N	Swollen glands	Y	N
Skin			Easy bruising	Y	N
Persistent itching	Y	N	Neurological		
Unusual lesions	Y	N	Dizziness	Y	N
Rash	Y	N	Numbness	Y	N
Jaundice	Y	N	Psychiatric		
Physician Signature			Insomnia	Y	N
			Anxiety	Y	N
Date:			Depression	Y	N
			Suicidal thoughts	Y	N

CANCELLATION AND MISSED APPOINTMENT POLICY

Dear patient:

We try earnestly to offer friendly and timely service that accommodates your needs. Our goal is always to offer the earliest and most convenient appointment for you. To achieve this goal, we need to live with some rules. Many of you wait anxiously for your turn and we want to make that wait as short as possible. Please understand this policy benefits everyone. Help us be available for you.

OFFICE APPOINTMENTS

No fee will be assessed when an appointment is cancelled or re-scheduled **48 hours or more** in advance.

When an appointment is "missed" (no show) without any notification or **when an appointment is cancelled with less than 48 hours notification, the following fees will apply**

- ➔ **\$200.00** for appointments made for any office procedures and office surgeries
- ➔ **\$50.00** for any other appointments

HOSPITAL OR OUTPATIENT SURGERIES

No fee will be assessed for surgeries cancelled or re-scheduled with **more than 3 days** in advance.

For surgeries cancelled or re-scheduled less than 3 days in advance will be subject to a **\$300.00** fee.

GENERAL CONSIDERATION

If an appointment is rescheduled with less than 48 hours notice or missed more than 3 times in a period of 6 months, the office will offer the contact information of other practitioners that might better suit your schedule.

I HAVE READ AND UNDERSTAND THESE POLICIES AS WRITTEN ABOVE

Signature

Print Name

Date

NOTICE OF PRIVACY PRACTICES

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

The Health Insurance Portability & Accountability Act of 1996 (HIPPA) is a federal program that requires that all medical records and other individually identifiable health information used or disclosed by us in any form, whether electronically, on paper, or orally, are kept properly confidential. This Act gives you, the patient, significant new rights to understand and control how your health information is used. HIPPA provides penalties for covered entities that misuse personal health information.

As required by HIPPA, we have prepared this explanation of how we are required to maintain the privacy of your health information and how we may use and disclose your health information.

We may use and disclose your medical records only for each of the following purposes: treatment, payment, and health care operations.

- **Treatment** means providing, coordinating, or managing health care and related services by one or more health care providers. An example of this would include a physical examination.
- **Payment** means such activities as obtaining reimbursement for services, confirming coverage, billing or collection activities, and utilization review. An example of this would be sending a bill for your visit to your insurance company for payment.
- **Health care operations** include the business aspects of running our practice, such as conducting quality assessment and improvement activities, auditing functions, cost-management analysis, and customer service. An example would be an internal quality assessment review.

We may also create and distribute de-identified health information by removing all references to individually identifiable information.

Any other uses and disclosures will be made only with your written authorization. You may revoke such authorization in writing and we are required to honor and abide by that written request, except to the extent that we have already taken actions relying on your authorization.

You have the following rights with respect to your protected health information, which you can exercise by presenting a written request to the Privacy Officer:

NOTICE OF PRIVACY PRACTICES

- **The right to request restrictions on certain uses and disclosures of protected health information, including those related to disclosures to family members, other relatives, close personal friends, or any other person identified by you. We are, however, not required to agree to a requested restriction. If we do agree to a restriction, we must abide by it unless you agree in writing to remove it.**
- **The right of to reasonable requests to receive confidential communications of protected health information from us by alternative means or at alternative locations.**
- **The right to inspect and copy your protected health information.**
- **The right to amend your protected health information.**
- **The right to receive an accounting of disclosures of protected health information.**
- **The right to obtain a paper copy of this notice from us upon request.**

ACKNOWLEDGEMENT OF NOTICE FORM HERNANDEZ AND GRADY, A MEDICAL CORPORATION

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES:

I, _____, have read a copy of
Patient Name, Please Print

HERNANDEZ AND GRADY'S NOTICE of Privacy Practices.

Signature of Patient

Date