# **Patient Registration**

### PATIENT INFORMATION

Patient Name:	Date of Birth:					
Home Address:						
Street	Ap	partment #	City	State	Zip Cod	
Home Phone #:		Work Pho	ne #:			
Cell Phone #:		_ Best Cont	act # (circle	e one): Home	Work	Cell
Email:		@				
Occupation:		_Employer:				
Married Divorced Widowed	Single	Life Partner				
SPOUSE INFORMATION (pl	lease comple	ete if patient	is not prin	nary insuranc	<u>ce holder</u>	<u>r)</u>
Spouse Name:			Date	e of Birth		
Employer:						
Best Contact Number:						
INSURANCE INFORMATIO	N (Please fi	ll everything	out even th	nough a copy v	will be ob	otained)
Primary Insurance:						
Secondary Insurance:						
Tertiary Insurance:						
OTHER INFORMATION						
Emergency Contact:		Emerge	ency Conta	ct #:		
Pharmacy Name:		Phone M	Number:			
Primary Physician:		Referre	ed By:			

#### **NOTICE OF INSURANCE VERIFICATION AND REFERRALS**

I \_\_\_\_\_\_, understand that as the insured individual, it is my responsibility to verify that my physician is "in network" according to my insurance plan(s) and notify the office immediately of any changes in my insurance coverage. It is my responsibility to obtain required referrals prior to the date of service and ensure my referral is current on date and number of visitations. If I am seen "out of network" and/or without a valid referral, I understand my insurance company may not pay for the services rendered, and I will be liable for all charges incurred.

Patient Name Printed

X\_\_\_\_\_ Patient Signature

Date

## **AUTHORIZATION OF DISCLOSURE**

I\_\_\_\_\_\_, authorize the full disclosure of my entire medical record including but not limited to patient histories, office notes, test results, radiology studies, films, studies, consults, alcohol/drug treatment, mental health information, HIV-related information, billing records, insurance records, and records sent by other physicians to the following individuals:

Name of Individual	Relationship to patient	Contact number	
Name of Individual	Relationship to patient	Contact number	
Name of Individual	Relationship to patient	Contact number	

I understand that signing this authorization is voluntary. My treatment, payment, enrollment in a health plan, or eligibility for benefits will not be conditioned upon my authorization of the disclosure. Information re-disclosed by the recipients listed in this authorization will not be the liability of the physicians. Authorization may be revoked in part or in full at any time with written authorization by the patient.

	X
Patient Name Printed	Patient Signature

Date

# **NOTICE OF CHARGE FOR MISSED APPOINTMENTS**

Our office will charge a **\$45.00 fee for a missed appointment** that is not cancelled 24 hours prior to the appointment time.

I acknowledge this policy:

Patient Name Printed

Patient Signature

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