



Welcome to our Office...

**Patient Information Sheet**

**Attention :** Please fill out this form COMPLETELY, write N/A where applicable and sign it. Thank you.

First Name: _____		Last Name: _____		Middle Initial: _____	
Date of Birth: (MM/DD/YYYY) ____ / ____ / ____		Gender at birth: <input type="checkbox"/> Male <input type="checkbox"/> Female	Race: _____	Ethnicity: _____	Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced
Address: _____		Apt.#: _____	City: _____		State: _____ Zip: _____
Home Phone: (____) _____		Work Phone: (____) _____		Cell Phone: (____) _____	
Emergency Contact: _____		Emergency Telephone#: _____ (____) _____			
Email: _____					

Specialist: _____	Ref Dr's Add / City / State / Zip _____	Phone # _____
Primary Care Physician: _____	PCP Add / City / State / Zip _____	Phone # _____

Primary Insurance Company Information:	Secondary Insurance Company Information:
Policy Holder First Name: _____	Policy First Name: _____
Policy Holder Last Name: _____	Policy Holder Last Name: _____
Policy Holders SS# _____ Policy Holders Date of Birth: ____ / ____ / ____	Policy Holders SS# _____ Policy Holders Date of Birth: ____ / ____ / ____
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female Relationship to Policy Holder: <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female Relationship to Policy Holder: <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other
Policy Holder's Address: <input type="checkbox"/> Same as patient _____	Policy Holder's Address: <input type="checkbox"/> Same as patient _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Insurance Name: _____	Insurance Name: _____
Policy ID: _____ Group #: _____	Policy ID: _____ Group #: _____
Claim Submission Address: _____	Claim Submission Address: _____
Effective Date: ____ / ____ / ____	Effective Date: ____ / ____ / ____
Do you have a Co-pay? <input type="checkbox"/> No <input type="checkbox"/> Yes, Amt \$ _____	Do you have a Co-pay? <input type="checkbox"/> No <input type="checkbox"/> Yes, Amt \$ _____
Referral Required: <input type="checkbox"/> Yes <input type="checkbox"/> No	Referral Required: <input type="checkbox"/> Yes <input type="checkbox"/> No

<b>Responsible Party Information</b> – Please complete if the responsible for payment is not the <u>Patient</u> or the <u>Policy Holder</u> .	
Responsible Party's Name (Last / First): _____	Relationship to Responsible Party: <input type="checkbox"/> Self <input type="checkbox"/> Spouse
Responsible Party's Address / City / State / Zip: _____	

By signing below, I acknowledge and agree to abide by this policy. I also acknowledge that I have been given the opportunity to review the Health Insurance Portability and Accountability Act (HIPAA) Notice of Privacy Practices and I agree to comply with all of its terms.

Today's Date: \_\_\_\_\_ Patient's Signature: \_\_\_\_\_