



NEW PATIENT FORM

NAME _____, _____ BIRTHDATE ____/____/____ AGE _____ (LAST) (FIRST) (MI)
ADDRESS _____ SOCIAL SECURITY# _____-____-____
CITY _____ STATE _____ ZIP CODE _____ () MALE () FEMALE
HOME PHONE () _____-____-____ CELL PHONE () _____-____-____
MARITAL STATUS () SINGLE () MARRIED () DIVORCED () WIDOWED

OCCUPATION _____ WORK PHONE () _____-____-____
EMPLOYER _____
ADDRESS _____ STATE _____ ZIP CODE _____

EMERGENCY CONTACT PERSON (Someone <u>NOT</u> living with you)
NAME _____ RELATIONSHIP _____
PHONE () _____-____-____ CELL PHONE () _____-____-____

MY PROFESSIONAL CHARGES TODAY WILL BE PAID FOR BY: () CASH () CHECK () CREDIT CARD () INSURANCE
PRIMARY INSURANCE COMPANY _____
SUBSCRIBER # _____ GROUP # _____
PRIMARY SUBSCRIBER'S NAME _____ DOB ____/____/____
RELATIONSHIP _____ SOCIAL SECURITY # _____-____-____

On April 14, 2003, the federal government implemented a new law called the Health Information Portability and Accountability Act (**HIPAA**). This law and its interpretations, rules, and regulations can be reviewed at the following Internet sites: <http://hhs.gov/ocr/hipaa/> or <http://www.cms.gov/hipaa/>. The computer in our optical department can be used to access these sites.

Our office has always followed the rules as outlined in **HIPAA**. But a new requirement is that you sign indicating that you understand how your health information may be used and disclosed. To assist you attached for you to keep is a summary document. If you have any questions be sure they are answered before signing below.

In order to keep costs to a minimum we use computerized billing, and send information to Medicare and most insurance companies online. Signing this document also acknowledges that you understand that we may need to furnish them with information about your medical condition. To streamline things we accept assignment from most insurances carriers and Medicare. This means that they will pay us directly and we will refund any overpayment, or bill you for any balance due. If you have not met your deductibles or there is co-pay you will be asked to pay this at the time of your visit. If your account is delinquent after being billed you will be charged interest on the overdue amount at 1 ½ %/month.

If you are being examined for eyeglasses, contact lenses or having a "routine eye examination" these services are usually not covered and you will be required to make a payment for these services at the time of your examination.

Signing this document also means that you understand our billing policies and authorize your insurance carrier or Medicare to pay us directly.

SIGNATURE _____ DATE ____/____/____

