



PATIENT INFORMATION

Patient Name: _____ **Today's Date:** _____

Social Security Number: (Last 4 Digits) _____ **Birth Date:** _____ **Gender:** Male Female

Marital Status: Married Single Widowed Divorced

Home Address: _____

Phone Numbers: **Primary** _____ **Work** _____ **Email** _____

Preferred Language: English Spanish Other _____

Race/Ethnicity: White/Caucasian Black/African American Asian Hispanic/Latino Other _____

Emergency Contact Name: _____ **Phone Number:** _____

Relationship to Patient: _____

Whom may we thank for referring you? _____

EMPLOYMENT INFORMATION

Employer: _____ **Position:** _____

Employer's Address: _____

PREFERRED PHARMACY

Pharmacy Name: _____ **Phone:** _____

Pharmacy Address: _____

INSURANCE INFORMATION

Responsible Party: If patient check here:

Name: _____ **Date of Birth:** _____ **Relationship:** _____

Phone Number: _____ **Address:** _____

Primary Insurance Co: _____ **Group Number:** _____

Subscriber's Name: _____ **ID Number:** _____

Relationship to Patient: _____ **Date of Birth** _____ **Ins. Phone Number** _____

Secondary Insurance Co: _____ **Group Number:** _____

Subscriber's Name: _____ **ID Number:** _____

Relationship to Patient: _____ **Date of Birth:** _____ **Ins. Phone Number:** _____

(PLEASE BRING YOUR INSURANCE CARD AND PHOTO ID TO ALL APPOINTMENTS)



PIEDMONT
INTERNAL
MEDICINE

Piedmont Internal Medicine-Medical History Form

Name: _____ Date of Birth: _____

List main reason for today visit _____

List any other active problems (include treating physician If applicable) _____

Allergies and reaction _____

Medications and dosages (include supplements) _____

Past medical illnesses (Please put a check by all that applies)

- | | | | |
|---------------------------------------------|------------------------------------------|-------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Alcohol/Drug Abuse | <input type="checkbox"/> Cancer | <input type="checkbox"/> Heart murmur | <input type="checkbox"/> STD(type) |
| <input type="checkbox"/> Anemia | <input type="checkbox"/> Crohn's disease | <input type="checkbox"/> Hepatitis B/C | <input type="checkbox"/> Sickle cell disease |
| <input type="checkbox"/> Aneurysm | <input type="checkbox"/> COPD/Emphysema | <input type="checkbox"/> High cholesterol | <input type="checkbox"/> Sleep apnea |
| <input type="checkbox"/> Anxiety disorder | <input type="checkbox"/> Depression | <input type="checkbox"/> HIV | <input type="checkbox"/> Stomach ulcer |
| <input type="checkbox"/> Arthritis | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Hypertension | <input type="checkbox"/> Stroke |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Glaucoma | <input type="checkbox"/> Kidney disease | <input type="checkbox"/> Thyroid disease |
| <input type="checkbox"/> Blood disorder | <input type="checkbox"/> Gout | <input type="checkbox"/> Kidney stones | <input type="checkbox"/> Tuberculosis |
| <input type="checkbox"/> Blood clot | <input type="checkbox"/> Hay fever | <input type="checkbox"/> Liver disease | <input type="checkbox"/> Positive TB skin test |
| <input type="checkbox"/> Blood transfusion | <input type="checkbox"/> Heart disease | <input type="checkbox"/> Seizure | <input type="checkbox"/> Ulcerative colitis |

Past operations/Procedures and/or Hospitalizations (include date) _____

Family history (Indicate major medical problems, or if deceased the cause)

Maternal Grandmother _____

Maternal Grandfather _____

Paternal Grandmother _____

Paternal Grandfather _____

Mother _____

Father _____
Siblings _____
Children _____

Social History

Occupation: _____ Marital Status: _____ Children: _____
Alcohol: _____ How often: _____ Quantity: _____
Tobacco: _____ Pack per day: _____ How many Years: _____
Former Smoker: _____ Pack per day: _____ Year quit: _____
Other Tobacco/Nicotine: _____ Type: _____ Quantity: _____
Illegal Drugs: _____
Exposure to asbestos or other hazardous material: _____
Do you have a living will? _____
Healthcare proxy: _____ If so Name: _____ Relationship: _____

Health Maintenance

Last Menstrual cycle: _____ Last pap smear: _____
Last mammogram: _____ Last Colonoscopy: _____
Last Prostate cancer screening: _____ Last bone density: _____

Immunizations:

Pneumonia: _____ Flu: _____ Tetanus/TD/Tdap: _____
Hepatitis A: _____ Hepatitis B: _____

Review of Systems: (Please put a check by all that applies)

- | | | | |
|----------------------------------------------|------------------------------------------------|-----------------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Weight gain | <input type="checkbox"/> Palpitations | <input type="checkbox"/> Insomnia | <input type="checkbox"/> Nipple discharge |
| <input type="checkbox"/> Persistent cough | <input type="checkbox"/> Trouble breathing | <input type="checkbox"/> Mood Swings | <input type="checkbox"/> Runny nose |
| <input type="checkbox"/> Blood in stool | <input type="checkbox"/> Numbness/Tingling | <input type="checkbox"/> Difficulty swallowing | <input type="checkbox"/> Nose bleed |
| <input type="checkbox"/> Headache | <input type="checkbox"/> Weakness | <input type="checkbox"/> Vaginal discharge/bleeding | <input type="checkbox"/> Vomiting |
| <input type="checkbox"/> Weight loss | <input type="checkbox"/> Fainting | <input type="checkbox"/> Nausea | <input type="checkbox"/> Blood in sputum |
| <input type="checkbox"/> Fever | <input type="checkbox"/> Frequent urination | <input type="checkbox"/> Change in vision | <input type="checkbox"/> Blood in vomit |
| <input type="checkbox"/> Chest Discomfort | <input type="checkbox"/> Tremor | <input type="checkbox"/> Anxiety | <input type="checkbox"/> Short of breath |
| <input type="checkbox"/> Difficult urinating | <input type="checkbox"/> Fatigue | <input type="checkbox"/> Depression | <input type="checkbox"/> Constipation |
| <input type="checkbox"/> Memory Loss | <input type="checkbox"/> Exercise intolerance | <input type="checkbox"/> Change in hearing | <input type="checkbox"/> Diarrhea |
| <input type="checkbox"/> Night Sweats | <input type="checkbox"/> Penis Discharge | <input type="checkbox"/> Heartburn | <input type="checkbox"/> Change in bowels |
| <input type="checkbox"/> Breast Lump | <input type="checkbox"/> Breast pain | <input type="checkbox"/> Skin rash | <input type="checkbox"/> Back pain |
| <input type="checkbox"/> Leg pain | <input type="checkbox"/> Leg swelling | <input type="checkbox"/> Feeling hot | <input type="checkbox"/> feeling cold |
| <input type="checkbox"/> Dizziness | <input type="checkbox"/> Pain with intercourse | | |

Signature: _____ Date: _____

Reason patient is unable to sign: _____ Date: _____



CONSENT AND RELEASES

Consent for Treatment

I, _____, hereby voluntarily consent to outpatient care at Piedmont Internal Medicine, PC encompassing routine diagnostic procedures, examination and medical treatment including, but not limited to, routine laboratory work (such as blood, urine, and other studies), and administration of medications prescribe by the physician.

I further consent to the performance of those diagnostic procedures, examinations and rendering of medical treatment by the physicians and their assistants, including nurse practitioners, physician assistants, medical assistants, or their designees as is necessary in the physician's judgment.

Patient/Authorized Signature: _____ Date _____

If Patient is a Minor (under 18), Authorized Signature: _____

Notice of Patient Privacy Consent (HIPAA)

I have been provided with a copy (electronic and/or printed copy) of the practice's Notice of Privacy Practices, which provides a detailed description of the uses and disclosures allowed by this consent, as well as other rights I have regarding my protected health information. (The Notice of Patient Privacy Consent is posted on our website at www.PiedmontInternalMed.com for your convenience.)

Patient Signature: _____ Date: _____

Authorized Release of Medical Information

There are times where the physicians and employees of Piedmont Internal Medicine need to contact you. Our primary method is through our "My Chart" patient portal, however, circumstances may require us to contact you via email, telephone, voice mail, and/or text messaging. Please check the additional approved methods of how we may contact you regarding your personal and private health information. Please note, you may change or revoke your authorization approvals at any time. **Check all that apply:**

Home Voice Mail/Answering Machine Text Message Work Voice Mail
 Cell Phone Voice Mail Personal Email Work Email
 Other: _____

I authorize the release of medical information to the following: _____

Name and Relationship Name and Relationship

Patient Signature: _____ Date: _____

Lifetime Medicare Authorization & Consent for Medicare Patients Only

I certify that the information given by me in applying for payment under Title SVIII and /or Title XIX of the Social Security Act is correct. I authorize any holder of medical or other information about me to release to the Social Security Administration or its intermediary carriers any information needed for this or a related Medicare or Medicaid claim. I request that payment of authorized benefits be made on my behalf. I assign the benefits payable for physician(s) services. Please note Federal Law requires us to collect your yearly deductible and co-insurance

amounts. If you have a secondary insurance, we will bill your secondary insurance after Medicare pays the requested amount.

I understand that I am responsible for my health insurance deductibles and coinsurance.

Patient Signature: _____ Date: _____

Medigap Authorization Statement

I authorize any holder or other information about me to release Piedmont Internal Medicine, P.C. any information needed for this or a related Medigap claim. I permit a copy of this authorization to be used in place of the original, and request payment of medical insurance benefits either to myself or to the party who accepts assignment.

Patient Signature: _____ Date: _____

Consent for Use, Disclosure of Patient Information for the purposes of Treatment, Payment, and Healthcare Operations

I hereby consent to Piedmont Internal Medicine, PC using or disclosing my protected health information for the purpose of providing treatment to me, obtaining payment for health care services rendered to me or to carry out the Practice's health care operations. I also consent to Piedmont Internal Medicine, PC using or disclosing my protected health information for treatment activities provided by another health care provider, as well as the payment activities conducted by another health care provider or entity. I further consent to the disclosure of my protected health information in order for another provider or health care entity to conduct health care operations including quality assessment and reviewing the competence of health care professionals.

Patient Signature: _____ Date: _____

Health Information Exchange

Health information exchange allows health care providers to share health care information about patients electronically for several purposes, such as treatment, quality assurance and state law reporting requirements. I understand that if I go to the Practice for treatment, the physicians and/or their staff may get a copy of my medication history and other health care information electronically through various health information exchange connections with other health care providers. **I understand I may request that my health care information not be shared through electronic health information exchange by following the directions in the Practice's Notice of Patient Privacy Practices.**

Substance Abuse

I authorize Piedmont Internal Medicine, P.C. to release information on Sexually Transmitted Disease and/or Chemical Dependency to file an insurance claim pertaining these diagnoses. If I am diagnosed with any of these conditions, I give consent to release my Sexually Transmitted Disease or Chemical Dependency health information if there is a need to be referred to a specialist. I also consent my health information be sent to government health entities if requested. I understand I can terminate this authorization for substance abuse care information any time, unless Piedmont Internal Medicine has already acted in reliance. I understand this authorization will be reviewed annually.

I understand if I chose to decline this portion, any services I receive related to Sexually Transmitted Disease or Chemical Dependency will need to be paid in cash at the time services are rendered. “

_____ Decline

I specifically authorize release of the following information for the purposes of treatment, payment and health care operations. If it is a part of my protected health information: (INITIAL ANY OR ALL YOU AGREE TO AUTHORIZE FOR RELEASE)

_____ Chemical Dependency/Substance Abuse

_____ Sexually Transmitted Diseases

Patient Signature: _____ Date: _____

Terminating Services

All the providers and staff at Piedmont Internal Medicine value a meaningful and productive relationship with our patients. Unfortunately, there are occasions when this is no longer feasible. Please be advised that the Practice reserves the right to terminate the provider/patient relationship for the following reasons:

1. Multiple cancellations or missed appointments.
2. Medical Non-Compliance, including violation of Therapeutic Drug Agreement.
3. Failure to comply with practice policies, including yearly physical exams.
4. Rude, abusive behavior, use of obscene language, mistreatment of staff in person or on the phone.
5. Failure to pay a debt/account sent to collections

In such cases where the practice terminates the relationship, you will be notified in writing. Your provider will provide emergency medical care for 30 days following the date of the written notice, and will send medical records to your new provider with a written release.

I have read and understand the reasons Piedmont Internal Medicine and my Provider may terminate the patient/provider relationship.

Patient Signature: _____ Date: _____



PATIENT FINANCIAL AGREEMENT

Welcome to Piedmont Internal Medicine. We are dedicated to making sure that our patients are provided with exceptional medical care. **We strongly encourage each patient to contact their insurance company to confirm their doctor is a participating provider in their plan.**

As a service to our patients, we are currently enrolled in numerous Managed Care plans. However, it is impossible for the practice to know all the requirements of each individual plan. **It is the patient's responsibility to be aware of the parameters of your individual plan and to notify the office of any changes or restrictions.** Any charges which are accrued because of failure of notification will be the responsibility of the patient. If insurance cannot be verified prior to each appointment, payment will be due at the time of service.

Patients who have a HMO policy must ensure their physician is listed on their insurance card. If not, the insurance provider will not cover the services provided. Any unpaid charges will be the patient's responsibility.

At Piedmont Internal Medicine, PC we provide diagnostic procedures, examinations and medical treatment including laboratory work. As a courtesy, we file charges directly to your insurance. At times, it is required that we send medical records to assist with payment of these charges.

Please be aware some of the services billed to your insurance may result in charges to you depending on your individual insurance plan coverage. Please take the time to acquaint yourself with your insurance policy.

Please note Piedmont Internal Medicine, PC follows all Federal laws. We are not able to rebill due to services not being covered by your insurance policy. If you receive a bill from an outside facility such as LabCorp, Quest, or Piedmont Hospital, you will need to contact them directly.

Self-pay patients are required to pay at the time services are rendered. An initial deposit of 150.00 will be required at Check In. Upon check out charges will be reconciled. As a courtesy, Piedmont Internal Medicine, PC offers a 40% discount on same date services provided, including most laboratory services, only if charges are paid the day of services.

We contact every patient to remind them of their appointment. We ask all patients to give at least 24 business hour advanced notice in canceling or rescheduling an appointment. Failure to do so will result in a fee of \$75.00 for an Office Visit, \$150.00 for a Physical Exam/Annual Wellness Visit and \$150.00 for an Echocardiogram. This will be your responsibility to pay.

Any **returned check** will incur a \$35.00 charge to cover bank charges associated with the returned check in addition to the amount of the check. NSF checks must be redeemed with certified funds and check will no longer be accepted as payment.

We may charge an upfront fee of \$35.00 for administrative tasks such as completing disability forms, FMLA and some medical records request. These tasks may require up to ten days to complete.

If any bills are acquired, it must be paid within 30 days of receipt. If you are unable to pay your balance, please contact the billing office to make payment arrangements. Any balance left unpaid nor under arrangements may be sent to a collection agency. If your account is sent to collections, there will be a \$30.00 collection fee added to the total outstanding balances.

I acknowledge I have read and understand the policies above. I accept the rights and responsibilities outlined within them.

Patient/Guardian Signature: _____ Date: _____