



New Patient Form

GENERAL PATIENT INFORMATION

Patient (FULL, LEGAL) Name: _____

Date of Birth: _____ Last Four Digits of SSN: _____

Referring Physician: _____ Family Physician: _____

Patient Gender: _____ Marital Status: Single Married Divorced Widowed

Preferred Language: _____ Have you ever been a patient in this practice before? Yes No

Ethnicity (select one): Hispanic/Latino Not Hispanic/Latino

Race: Black/African American American Indian Asian White Hawaiian/Pacific Island
 Other _____

Home Address: _____

Alternate Address (if applicable): _____

E-Mail: _____ Home: _____ Cell: _____

Emergency Contact: _____ Phone#: _____

YOUR INSURANCE CARDS, PHOTO I.D., and CO-PAY IS REQUIRED AT TIME OF SERVICE.

Primary Insurance: _____ Secondary Insurance: _____

Are you the policyholder for your primary insurance: Yes No – If no, complete the information below:

Primary and/or Secondary Insurance Policyholder's Name: _____

I understand and consent that Physicians Assistants, Nurses, Medical Assistants, other healthcare providers in training or independent agents permitted to use this facility for patient care, may participate in my care under appropriate supervision.

My signature below acknowledges that I understand and agree to all the information contained in this consent. I also understand that I am financially responsible for any out-of-pocket costs, including co-pays, co-insurance and/or deductible remaining after payment of possible insurance benefits. I assign the benefits payable for the physician's services to the physician furnishing the services.

Patient Signature: _____ Date: _____

New Patient Form

Name: _____ DOB: _____

****Please provide a brief explanation for today's visit:** _____

Smoking Status: Former Never a smoker Current smoker, Packs per day _____

Weight _____ Height _____

Review of Systems: Do you have any of the problems related to the following symptoms? Check the appropriate box.

	Yes	No		Yes	No
Fatigue	<input type="checkbox"/>	<input type="checkbox"/>	Abdominal Pain	<input type="checkbox"/>	<input type="checkbox"/>
Fever	<input type="checkbox"/>	<input type="checkbox"/>	Black or tarry stool	<input type="checkbox"/>	<input type="checkbox"/>
Chills	<input type="checkbox"/>	<input type="checkbox"/>	Bloody stool	<input type="checkbox"/>	<input type="checkbox"/>
Eyes watering or discharge	<input type="checkbox"/>	<input type="checkbox"/>	Urinary frequency	<input type="checkbox"/>	<input type="checkbox"/>
Loss of hearing	<input type="checkbox"/>	<input type="checkbox"/>	Urinary incontinence	<input type="checkbox"/>	<input type="checkbox"/>
Nasal passage blockage	<input type="checkbox"/>	<input type="checkbox"/>	Muscle weakness	<input type="checkbox"/>	<input type="checkbox"/>
Sore throat	<input type="checkbox"/>	<input type="checkbox"/>	Easy bruising	<input type="checkbox"/>	<input type="checkbox"/>
Chest pain or discomfort	<input type="checkbox"/>	<input type="checkbox"/>	Joint Pain, where _____	<input type="checkbox"/>	<input type="checkbox"/>
Palpitations	<input type="checkbox"/>	<input type="checkbox"/>	Dizziness	<input type="checkbox"/>	<input type="checkbox"/>
Feeling of the feet being cold	<input type="checkbox"/>	<input type="checkbox"/>	Fainting	<input type="checkbox"/>	<input type="checkbox"/>
Shortness of breath	<input type="checkbox"/>	<input type="checkbox"/>	Depression	<input type="checkbox"/>	<input type="checkbox"/>
Cough	<input type="checkbox"/>	<input type="checkbox"/>	Skin Lesion	<input type="checkbox"/>	<input type="checkbox"/>
Coughing up blood	<input type="checkbox"/>	<input type="checkbox"/>	Numbness in hands/legs/feet	<input type="checkbox"/>	<input type="checkbox"/>
Nausea	<input type="checkbox"/>	<input type="checkbox"/>	Tingling in hands/legs/feet	<input type="checkbox"/>	<input type="checkbox"/>
Vomiting	<input type="checkbox"/>	<input type="checkbox"/>	Swelling in legs/feet	<input type="checkbox"/>	<input type="checkbox"/>

Family History: (please select all that apply)

	Father	Mother	Brother	Sister
Breast Cancer				
Ovarian Cancer				
Other Cancer				
Heart Disease				
Stroke				
Hypertension				
Diabetes				
Atherosclerotic Vascular Disease				
Aneurysm				
Other (please specify)				

For nurse, only: BP _____ HR _____ Temp _____ RR _____ Sat _____ Ht _____ Wt _____

Social History: Occupation (previous occupation if retired): _____ **DOB:** _____

Marital Status: Single Married Divorced Widowed

Alcohol: No Yes Drinks per day/week: _____

Drug Use or Addiction: No Yes Drug(s): _____ Caffeine use: No Yes How often? _____

Past Medical History: No Medical History Check all that apply.

- | | | |
|--|---|--|
| <input type="checkbox"/> Aortic Aneurysm | <input type="checkbox"/> Hemorrhoids | <input type="checkbox"/> Hypothyroidism |
| <input type="checkbox"/> Carotid Artery Stenosis | <input type="checkbox"/> Irritable Bowel Syndrome | <input type="checkbox"/> Hepatitis |
| <input type="checkbox"/> Stroke | <input type="checkbox"/> Intestinal obstruction | <input type="checkbox"/> HIV |
| <input type="checkbox"/> Peripheral Arterial Disease | <input type="checkbox"/> Asthma | <input type="checkbox"/> Tuberculosis |
| <input type="checkbox"/> Varicose Veins | <input type="checkbox"/> COPD | <input type="checkbox"/> Alzheimer's Disease |
| <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Chronic Kidney Disease | <input type="checkbox"/> Chronic Pain |
| <input type="checkbox"/> Heart Disease | <input type="checkbox"/> Colon polyps | <input type="checkbox"/> Dementia |
| <input type="checkbox"/> Intermittent Claudication | <input type="checkbox"/> Hematuria | <input type="checkbox"/> Multiple Sclerosis |
| <input type="checkbox"/> Atrial Fibrillation | <input type="checkbox"/> Kidney stones | <input type="checkbox"/> Parkinson's Disease |
| <input type="checkbox"/> Murmur | <input type="checkbox"/> Depression | <input type="checkbox"/> Seizure Disorder |
| <input type="checkbox"/> Heart Attack (MI) | <input type="checkbox"/> Bipolar Disorder | <input type="checkbox"/> Anemia |
| <input type="checkbox"/> Venous insufficiency | <input type="checkbox"/> Anxiety | <input type="checkbox"/> Coagulation Defects |
| <input type="checkbox"/> Colitis | <input type="checkbox"/> Sleep Apnea | <input type="checkbox"/> Sickle Cell Disease |
| <input type="checkbox"/> Constipation | <input type="checkbox"/> Arthritis | <input type="checkbox"/> DVT: _____ |
| <input type="checkbox"/> Diverticulosis/Diverticulitis | <input type="checkbox"/> Gout | <input type="checkbox"/> Pulmonary Embolism |
| <input type="checkbox"/> Gallbladder disease | <input type="checkbox"/> Fibromyalgia | <input type="checkbox"/> Lymphedema |
| <input type="checkbox"/> Esophageal reflux | <input type="checkbox"/> Diabetes Mellitus | <input type="checkbox"/> Cancer: _____ |
| <input type="checkbox"/> Gastrointestinal Bleeding | <input type="checkbox"/> Neuropathy | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Hernia: _____ | <input type="checkbox"/> Hyperthyroidism | |

Past Surgical History: No Surgical History *Please list surgeries and approximate date*

- | | | |
|--|---|---|
| <input type="checkbox"/> AAA Repair | <input type="checkbox"/> Hernia: _____ | <input type="checkbox"/> Total Hip [] L [] R |
| <input type="checkbox"/> Angiogram | <input type="checkbox"/> Hysterectomy | <input type="checkbox"/> Total Knee [] L [] R |
| <input type="checkbox"/> Appendectomy | <input type="checkbox"/> Transplant: _____ | <input type="checkbox"/> Tubal Ligation |
| <input type="checkbox"/> Arthroscopy | <input type="checkbox"/> Mastectomy [] L [] R | <input type="checkbox"/> PD Catheter |
| <input type="checkbox"/> Graft/Fistula | <input type="checkbox"/> Pacemaker | <input type="checkbox"/> Amputation: _____ |
| <input type="checkbox"/> Brain Surgery | <input type="checkbox"/> Implanted Defibrillator | <input type="checkbox"/> Carotid Surgery |
| <input type="checkbox"/> Breast Biopsy | <input type="checkbox"/> Prostate Surgery | <input type="checkbox"/> Leg bypass |
| <input type="checkbox"/> Cataract Removal | <input type="checkbox"/> Thyroid Surgery | <input type="checkbox"/> Stab phlebectomy |
| <input type="checkbox"/> Cardiac Bypass | <input type="checkbox"/> Tonsils/Adenoids | <input type="checkbox"/> Ablation [] L [] R |
| <input type="checkbox"/> Gallbladder Removal | <input type="checkbox"/> Splenectomy | <input type="checkbox"/> Colon surgery |
| <input type="checkbox"/> Heart Catheterization | <input type="checkbox"/> Back Surgery | |
| <input type="checkbox"/> Heart valve replacement | <input type="checkbox"/> Neck Surgery | Other: _____ |
| <input type="checkbox"/> Hemorrhoid Surgery | <input type="checkbox"/> Foot Surgery [] L [] R | Other: _____ |

CONSENT TO DISCLOSE MEDICAL INFORMATION

Patient Name: _____ DOB: _____

I give my permission to **Surgical Specialists of Southwest Florida, P.A.**, to disclose my protected health information to the following family or friends:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

OR

I request that all my protected health information be disclosed only to "Me" and no one else other than my other healthcare providers.

May we leave a message on your answering machine/voice message about your medical care? Yes No

By signing this form, you are granting consent to Surgical Specialists of Southwest Florida to use and disclose your protected health information for purposes of treatment payment, and health care operations. I authorize the release of my medical records to any physicians to whom I am referred. I understand that I am financially responsible for all charges of services to me, including the balance remaining after payment of possible insurance benefits. I assign the benefits payable for physicians' services to the physician furnishing the services.

Our Notice of Privacy Practices provides more detailed information about how we may use and disclose this protected health information. You have a legal right to review our Notice of Privacy Practices before you sign this consent, and we encourage you to read it in full. Our Notice of Privacy Practices is subject to change. If we change our notice, you may obtain a copy of the revised notice by calling our office at (239) 936-8555. You have a right to request us to restrict how we use and disclose your protected health information for the purposes of treatment, payment or health care operations. We are not required by law to grant your request. However, if we do decide to grant your request, we are bound by our agreement. You have the right to revoke this consent in writing, except to the extent we already have used or disclosed your protected health information in reliance on your consent. A copy of this form is to be considered valid as an original.

We utilize an automated system to remind you of your next appointment. By signing this you also give us permission to include you in this automated calling system. If you do not wish to be reminded of future appointments, please let the receptionist know this.

Patient Signature: _____ Date: _____

SURGICAL SPECIALISTS OF SWFL, P.A.

PATIENT FINANCIAL POLICY & NOTICE OF PRIVACY PRACTICES ACKNOWLEDGEMENT

As health care providers we are committed to providing our patients with the best medical care possible. As a business, we are committed to providing a streamlined fiscal process that allows our patients to clearly understand their financial responsibility. Our business office is committed to providing outstanding customer service for all financial questions, and our professional staff members are experts working with commercial insurance companies, Medicare, and Workers Compensation.

Commercial Health Insurance

- **Co-Payment**
 - Insurance companies require that co-payments are collected prior to service
- **Co-Insurance / Deductibles**
 - New co-insurance or deductible amounts will be collected prior to any scheduled surgery.
 - These amounts can only be calculated after your appointment.
- **Non-Participating Insurance**
 - SSSWFL does not contract with every insurance company
 - Patients are responsible for asking if SSSWFL is a participating provider with their insurance company
 - SSSWFL will bill non-participating insurance. However, outstanding balances are the responsibility of the patient
- **Secondary Insurance** – as a courtesy SSSWFL will file to your secondary insurance carrier at the time

Medicare

- SSSWFL will submit claims to Medicare, however you may need to sign an ABN form for all diagnostic services.
- SSSWFL will submit to Medicare as your secondary insurance carrier one time

Workers Compensation

- Patients claim adjusters shall supply WC contact information prior to services being rendered.

Motor Vehicle / Third Party Liability

- Patients are financially responsible for medical services related to motor vehicle accidents
- Patients shall supply auto insurance, third party, and / or attorney information as requested by SSSWFL

Self-Pay

- Self-pay accounts exist if patients have no insurance coverage
- Full payment is due at the time of service of all self-pay patients

Statements / Payments

- **Statements**
 - Statements are sent to patients on a monthly basis and will show outstanding balances.
 - After insurance pays, patients are responsible for all outstanding balances
- **Payment Methods**
 - We accept all major credit cards, checks, money orders, and cash

- Returned Check Fee a fee of \$35.00 will be charged for all returned checks

- **A fee of \$50 will be charged for all missed appointment or no-show.** Initial here

I _____, hereby assign to Surgical Specialists of SWFL, payments of medical reimbursement benefits under my insurance policy. I authorize the release of any medical information needed to determine my benefits. This authorization shall remain valid until written notice is given by me revoking said authorization.

Sign: _____ Date _____