

# EYE HEALTH PARTNERS

*Teamwork in Eye Health Care*

## Signature on File, Assignment of Benefits, Financial Agreement, Consent to Treatment

**Beneficiary Name (Please Print)** \_\_\_\_\_

**1. MEDICARE:** I request that payment of authorized Medicare benefits be made on my behalf to Eye Health Partners of Middle Tennessee, Inc. and/or its independent contracted doctors for services furnished me by Eye Health Partners of Middle Tennessee, Inc. I authorize any holder of medical information about me to release to the Centers for Medicare and Medicaid Services (formerly Health Care Financing Administration) and its agents any information needed to determine these benefits or the benefits payable for related services. I understand my signature requests that payment be made and authorizes release of medical information necessary to pay the claim. If other health insurance is indicated in Item 9 of the HCFA 1500 form or elsewhere on the other approved claim forms, my signature authorizes releasing the information to the insurer or agency shown. Eye Health Partners of Middle Tennessee, Inc. accepts the charge determination of the Medicare carrier as the full charge, and I am responsible only for the deductible, coinsurance and non-covered services. Coinsurance and deductibles are based upon the charge determination of the Medicare Carrier.

**2. MEDIGAP:** I understand that if a Medigap policy or other health insurance is indicated in Item 9 of the HCFA 1500 form or elsewhere on other approved claim forms, my signature authorizes the release of the information to the insurer or agency shown. I request that payment of authorized secondary insurance benefits be made on my behalf to Eye Health Partners of Middle Tennessee, Inc., if possible or otherwise to me.

**3. OTHER INSURANCE:** I understand that Eye Health Partners of Middle Tennessee, Inc. and/or its independent contracted doctors are in network/contracted with many insurance plans. I agree that I am individually obligated to pay charges in full at time of service for all services rendered to me, if Eye Health Partners of Middle Tennessee, Inc. and/or its independent contracted doctors are not in network with my insurance plan.

**4. NON-COVERED SERVICES:** I accept full financial responsibility for all items or services, which are determined by my health plan not to be covered. Examples of non-covered services include, but are not limited to, services not specified as being covered in the patient's contract with a health care plan or in the benefit summary the health care plan furnishes to the patient; and treatment or tests not authorized by the health care plan. I agree to cooperate with Eye Health Partners of Middle Tennessee, Inc. to obtain necessary health care plan authorizations.

**5. FINANCIAL AGREEMENT:** I agree that in return for the services provided to me by Eye Health Partners of Middle Tennessee, Inc., I will pay my account at the time services are rendered or will make financial arrangements satisfactory to Eye Health Partners of Middle Tennessee, Inc. for payment. If an account is sent to a collection agency or attorney for collection, I agree to pay collection expenses and reasonable attorney's fees as established by the court and not by a jury or in court action. I understand and agree that if my account is delinquent, a \$30 administrative fee may be charged to my account, and I may be charged interest at the legal rate. Any benefits, of any type under any policy, or insurance insuring the patient, or any other party liable to the patient, are hereby assigned to Eye Health Partners of Middle Tennessee, Inc. If copayments and/or deductibles are designated by my insurance company or health plan, I agree to pay them to Eye Health Partners of Middle Tennessee, Inc.

**6. CONSENT TO TREATMENT:** I authorize the physicians of Eye Health Partners of Middle Tennessee, Inc., their associates, technical assistants, and other health care providers under their direction to provide diagnostic evaluation and treatment. I agree to pupillary dilation for the purpose of examination and have been advised not to drive if I feel visually impaired. I understand that no guarantee has or will be made to me regarding any possible result or cure based on my examination and/or treatment.

**Patient/Legal Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Eye Health Partners – Patient HIPAA Acknowledgment & Consent Form

Patient Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ Account #: \_\_\_\_\_

**Notice of Privacy Practices:** I acknowledge that I have received or have been offered the Practice’s Notice of Privacy Practices. Initial **ONLY** if Notice of Privacy Practices refused by patient or patient’s representative. \_\_\_\_ (Patient Initials)

**Release of Information:** I hereby authorize this Practice to release to referring or subsequent healthcare providers, reports of my medical condition that will assist him or her in my continued medical care, and as needed, to process claims and for general healthcare operations, which may include the use of an electronic health information exchange. I further authorize this Practice to retrieve information about my current medications from third-parties in order to assist in my care and correct payment of claims.

**Disclosure to Family Members and/or Friends:** HIPAA allows this Practice to communicate with your family and friends who are involved in your treatment or payment for your treatment. However, you have the right to direct this Practice not to share your Protected Health Information (PHI) at all, or to specifically restrict or deny the Practice’s ability to share your PHI with individuals you may name. Please check below if you wish to OPT OUT of this Practice’s communicating with friends or family entirely- OR- complete the information below to identify those individuals with whom the Practice is NOT TO COMMUNICATE. *If both are left blank, Practice will share PHI with family and friends in accordance with privacy regulations and professional judgment.*

\_\_\_\_\_ **I DO NOT WISH** for the Practice to communicate about my treatment or payment with family or friends.

\_\_\_\_\_ The practice may communicate about my treatment to family and friends, **EXCEPT** for the following individuals:

First and Last Name	Relationship to Patient

**Consent for Photographing or Other Recording for Security, Health Care Operations, and/or Education:**

\_\_\_\_\_ (Pt Initials)  **I Consent** OR  **I do not Consent** to photographs, videotapes, digital recording, digital or analog audio recordings, and/or images of me being recorded for security purposes, Practice’s health care operations (e.g. quality improvement activities), and/or continuing medical education (CME). I understand the facility retains ownership rights to the images and/or recordings. I will be allowed to request access to or copies of the images and/or recordings when technologically feasible unless otherwise prohibited by law. I understand that these images and/or recordings will be securely stored and protected in compliance with HIPAA. Images and/or recordings in which I am identified will not be released and/or used without a specific written authorization from me or my legal representative unless it is for treatment, payment, or healthcare operation purposes or otherwise permitted or required by law.

**Consent to email, text message or receive automated calls for appointment reminders and other healthcare communications:** Patients in our Practice may be contacted via email, text message, or automated phone call to remind you of an appointment, to obtain feedback on your experience with our healthcare team and to provide general health reminders/information. **Standard text messaging rates may apply. Contact your cell service provider for details.**

**Please indicate which method you prefer for appointment reminders and other health care communications. Patient’s preferences shall remain in place until changed by patient in writing.**

# Eye Health Partners – Patient HIPAA Acknowledgment & Consent Form

- \_\_\_\_\_ (Patient initials) **Text Message:** I authorize Practice to send text messages for appointment reminders, feedback, and general health reminders to the cell number indicated here: (\_\_\_\_-\_\_\_\_-\_\_\_\_)
  
- \_\_\_\_\_ (Patient initials) **Email:** I authorize Practice to send appointment reminders, feedback and general health information to the email address indicated here:  
**Email Address:** \_\_\_\_\_
  
- \_\_\_\_\_ (Patient initials) **Automated phone call:** I authorize Practice to place automated phone calls to the cell phone or landline phone indicated here: Phone number: (\_\_\_\_-\_\_\_\_-\_\_\_\_) Is this a Cell or Landline? (Circle one)

I understand that once my PHI is disclosed to a third party, that party may disclose my information to other parties and any re-disclosure of my PHI by a third party may no longer be protected under federal or state privacy laws.

I understand that PHI may include including information relating to psychological or psychiatric impairments, drug abuse, alcoholism, sickle cell anemia or HIV infection.

**Patient may revoke or modify any of these consents by completing a new HIPAA Acknowledgement and Consent Form. Any disclosures made prior to the date of revocation or modification will not be affected.**

\_\_\_\_\_  
Patient/Legal Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Patient Name (Printed)

\_\_\_\_\_  
Acct#



**Pediatric Ophthalmology and Strabismus – New Patient Questionnaire**  
**Page 1: Background information**

Date of first exam:	<u>This section for pediatric patients only.</u>
Patient's name:	Family Status: <input type="checkbox"/> patient living with parents
Mailing address:	<input type="checkbox"/> living with relative, guardian or foster-parent
Social security:	parents are: <input type="checkbox"/> married <input type="checkbox"/> separated <input type="checkbox"/> divorced
Occupation or school grade(if applicable)	Full name of father (or other guardian)
Home phone:	Occupation:
Daytime phone(adults only):	Daytime phone:
Birthdate:	Full name of mother (or other guardian)
Family physician or pediatrician:	Occupation:
Address:	Daytime phone
Phone:	Other phone numbers to reach parents or emergency family contact:
Other physicains who should receive a report: (please provide specialty, address and phone)	Name and ages of brothers and sisters:
Referred by: _____	

Reason for today's visit? \_\_\_\_\_

I request that payment of authorized Medicare and insurance benefits to be made to Irene H. Ludwig, MD, PC for any services furnished me by the provider. I authorize the release to Health Care Financing Administration and its agents any medical information needed to determine these benefits or the benefits payable for related services. I request that payment of authorized Medigap benefits be made on my behalf to Irene H. Ludwig, MD, PC for services furnished me by that provider. I authorize any holder of medical information about me to release to \_\_\_\_\_ to determine these benefits.

Patient Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE ANSWER THE QUESTIONS ON THE OTHER SIDE OF THIS PAGE** ➡

**Pediatric Ophthalmology and Strabismus – New Patient Questionnaire**  
**Page 2: Medical and Family History**

Please check either yes or no for each of the following questions:

**FAMILY HISTORY:** Which of the patient’s relatives have had any of the following?

- |                          |                          |  |                          |                          |                                  |
|--------------------------|--------------------------|--|--------------------------|--------------------------|----------------------------------|
| yes                      | no                       |  | yes                      | no                       |                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Blindness                                  | <input type="checkbox"/> | <input type="checkbox"/> | Cataracts in childhood           |
| <input type="checkbox"/> | <input type="checkbox"/> | Amblyopia (lazy eye)                       | <input type="checkbox"/> | <input type="checkbox"/> | Glaucoma in childhood            |
| <input type="checkbox"/> | <input type="checkbox"/> | Patching treatment                         | <input type="checkbox"/> | <input type="checkbox"/> | Other serious eye disease        |
| <input type="checkbox"/> | <input type="checkbox"/> | Strabismus (crossed eye)                   | <input type="checkbox"/> | <input type="checkbox"/> | Complications from anesthesia    |
| <input type="checkbox"/> | <input type="checkbox"/> | Eye muscle surgery                         | <input type="checkbox"/> | <input type="checkbox"/> | Genetic disease (runs in family) |
| <input type="checkbox"/> | <input type="checkbox"/> | Glasses before age 6                       | <input type="checkbox"/> | <input type="checkbox"/> | Other serious disease            |
| <input type="checkbox"/> | <input type="checkbox"/> | Are both parents alive and in good health? |                          |                          |                                  |

**History of eye problems:** Has the patient had any of the following?

- |                          |                          |                |                          |                          |                           |
|--------------------------|--------------------------|----------------|--------------------------|--------------------------|---------------------------|
| yes                      | no                       | age            | yes                      | no                       | age                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Eye exam _____ | <input type="checkbox"/> | <input type="checkbox"/> | Eye injury _____          |
| <input type="checkbox"/> | <input type="checkbox"/> | Glasses _____  | <input type="checkbox"/> | <input type="checkbox"/> | Eye surgery _____         |
| <input type="checkbox"/> | <input type="checkbox"/> | Patching _____ | <input type="checkbox"/> | <input type="checkbox"/> | Other eye problems? _____ |

**Recent symptoms:**

- |                          |                          |                                     |                          |                          |   |
|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|---|
| yes                      | no                       | How long?                           | yes                      | no                       | How Long?                               |
| <input type="checkbox"/> | <input type="checkbox"/> | Crossed or wandering eye _____      | <input type="checkbox"/> | <input type="checkbox"/> | Frequent headaches _____                |
| <input type="checkbox"/> | <input type="checkbox"/> | Excessive squinting _____           | <input type="checkbox"/> | <input type="checkbox"/> | Tired eyes when reading _____           |
| <input type="checkbox"/> | <input type="checkbox"/> | Double vision _____                 | <input type="checkbox"/> | <input type="checkbox"/> | Weakness or numbness _____              |
| <input type="checkbox"/> | <input type="checkbox"/> | Excessive eye rubbing _____         | <input type="checkbox"/> | <input type="checkbox"/> | Bumping into things _____               |
| <input type="checkbox"/> | <input type="checkbox"/> | Frequent tearing or discharge _____ | <input type="checkbox"/> | <input type="checkbox"/> | Can’t make normal eye contact _____     |
| <input type="checkbox"/> | <input type="checkbox"/> | Blurred vision _____                | <input type="checkbox"/> | <input type="checkbox"/> | Change in performance work/school _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | Light sensitivity _____             | <input type="checkbox"/> | <input type="checkbox"/> | Other symptoms not mentioned _____      |

**Other medical problems (medical history and review of systems)**

- |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|
| yes                      | no                       | yes                      | no                       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

List any previous surgery, hospitalizations, major illness or injuries (other than eye problems)

List any medications the patient is taking, including eye drops.

**Birth History (Pediatric patients only)**

Birth weight: \_\_\_\_\_ lbs. \_\_\_\_\_ ozs.

- |                          |                          |                                  |                          |                          |   |
|--------------------------|--------------------------|----------------------------------|--------------------------|--------------------------|---|
| yes                      | no                       | (if “yes” please explain)        | yes                      | no                       | (if “yes” please explain)                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Problems during pregnancy        | <input type="checkbox"/> | <input type="checkbox"/> | Delivered more than 2 weeks early or late |
| <input type="checkbox"/> | <input type="checkbox"/> | Problems during delivery/forceps | <input type="checkbox"/> | <input type="checkbox"/> | Baby kept in hospital due to illness      |
| <input type="checkbox"/> | <input type="checkbox"/> | Cesarean section                 | <input type="checkbox"/> | <input type="checkbox"/> | Delayed development                       |

**Reviewed by** \_\_\_\_\_

# EYE HEALTH PARTNERS

*Teamwork in Eye Health Care*

## PATIENT REGISTRATION

### **Patient Information:**

Patient Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Sex:**  M  F      **Marital Status:**  Married  Divorced  Single  Widowed  Other

**Race/Ethnicity:**  Hispanic  Asian  Caucasian  Black or African American  American Indian or Alaska Native  
 Native American  Chinese  Filipino  Japanese  Native Hawaiian  Multi Racial  
 Pacific Islander  Other

**Preferred Language:**  English  Spanish  Other \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Spouse's Employer: \_\_\_\_\_

Spouse's Phone Number: \_\_\_\_\_ Spouse's Employer Phone Number: \_\_\_\_\_

Nearest Relative/Relationship: \_\_\_\_\_ Their Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_ Primary Care Physician: \_\_\_\_\_

Referring Physician/Optomtrist \_\_\_\_\_ Phone Number: \_\_\_\_\_

### **Patient Employment:**

Employed  Retired  Student  Other      Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ Employer Phone Number: \_\_\_\_\_

### **Patient Insurance Information:**

Is the insurance in your name?  YES  NO. If no, please provide the following information:

Insured's Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Social Sec Number: \_\_\_\_\_

***Please provide the front desk with current insurance cards.***

### **Guarantor Information (person responsible for today's fees):**

Same as Patient  Spouse  Guardian  Other

Guarantor Name: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Guarantor's DOB: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Driver's Lic #: \_\_\_\_\_

Guarantor's Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Guarantor's Employer: \_\_\_\_\_ Employer Phone Number: \_\_\_\_\_

### **Patient Pharmacy Information:**

Pharmacy Name: \_\_\_\_\_ Pharmacy Phone Number: \_\_\_\_\_

Location (City, State): \_\_\_\_\_ Pharmacy Fax Number: \_\_\_\_\_