

New Patient Form

Name: _____ DOB: _____

Allergies (example: food, seasonal, medications): _____

Current Medications: _____

Reason for the visit

Problems and symptoms: _____

Duration of illness: _____ Have you seen a doctor? _____

Consult requested by: _____

Birth History for children less than 5-year-old:

Was child full term / premature? _____ If Premature, how many weeks? _____

Child's Birth Weight: _____ Vaginal delivery or C Section: _____

Were there any complications during pregnancy? _____

Were there any problems during labor and delivery? _____

Was mother on any prescribed or over the counter medications during pregnancy? _____

Did child have first stool within 24 hours of birth? _____

Is/Was child breastfed/ bottle? _____ If breastfed, how long? _____

What kind of formula is/did child drink? _____

Development: Normal/Delayed

Immunization: Up to date: Yes/No

Past History:

Asthma yes / no Explain _____

Heart Disease yes / no Explain _____

Eczema yes / no Explain _____

Seizures..... yes / no Explain _____

Diabetes yes / no Explain _____

Liver Disease yes / no Explain _____

Cystic Fibrosis..... yes / no Explain _____

High Cholesterol yes / no Explain _____

GERD yes / no Explain _____

IBD / GI Illness..... yes / no Explain _____

Kidney Disease yes / no Explain _____

Muscular yes / no Explain _____

Neurological..... yes / no Explain _____

Endocrine..... yes / no Explain _____

Others yes / no Explain _____

Any hospitalizations: _____

Any Surgeries: _____

Any Procedures: _____

Family History

Is there a history of the following illnesses/ diseases/ cancers? If YES, please explain who in the family.
(Mother, Father, Sister, Brother, Aunt, Uncle, Maternal grandmother [MGM], Maternal grandfather [MGF],
Paternal grandmother [PGM], Paternal grandfather [PGF]).

- Diabetes yes / no Explain _____
- Gallstones..... yes / no Explain _____
- Stomach Ulcers yes / no Explain _____
- IBS (Irritable Bowel) yes / no Explain _____
- IBD yes / no Explain _____
- Pancreatic Cancer..... yes / no Explain _____
- Stomach Cancer yes / no Explain _____
- Liver Cancer..... yes / no Explain _____
- Pancreatitis yes/ no Explain _____
- Liver Disease yes / no Explain _____
- Cystic Fibrosis..... yes / no Explain _____
- Spastic Colon yes / no Explain _____
- High Cholesterol yes / no Explain _____
- Colon Cancer..... yes / no Explain _____
- Polyp yes / no Explain _____
- GERD yes / no Explain _____
- H. Pylori Infection yes / no Explain _____
- Food Allergies yes / no Explain _____
- Hiatal Hernia yes / no Explain _____
- Celiac Disease..... yes / no Explain _____
- Asthma yes / no Explain _____
- Heart Disease yes / no Explain _____
- Hypertension..... yes / no Explain _____
- Eczema yes / no Explain _____
- Seizures..... yes / no Explain _____
- Kidney Disease yes / no Explain _____
- Muscular..... yes / no Explain _____
- Thyroid yes / no Explain _____
- Connective Tissue yes / no Explain _____
- Others yes / no Explain _____

Social History

Who does the child live with? _____

Are the parents married? ___ Yes ___ No _____ Other Significant Caregivers

Any pets at home? ___ Yes ___ No

Any smoking? ___ Yes ___ No

Any recent travel? ___ Yes ___ No

For Children 10 years and above:

Smoking? _____ Yes _____ No

Drinking alcohol? _____ Yes _____ No

Drugs? _____ Yes _____ No

Sexual Activity? _____ Yes _____ No

School:

Grade: _____

Has the patient missed a lot of school due to medical complaints? ___ Yes (___ days) ___ No

Does your child do well in school? ___ Yes ___ No

Does your child has learning disabilities? ___ Yes ___ No

Patient's level of exercise: ___ unable due to health ___ doesn't ___ once a week
___ a couple times per week other _____

Patient participates in what kind of: Sports _____

Hobbies _____

Job(s) _____

Diet:

Diet for children 3 years and younger:

Infants: Type of formula or milk? _____ How many ounces per day _____

Baby food/ Cereal _____ How much of juice/fluids _____

Any special diet? _____

Diet for children > 3 years and older:

Meals how many? _____

Fast foods? _____ How many time s a week? _____

Soda? _____ Juices? _____ Milk? _____

Any special diet? _____

Review of Systems

Please check off which fits best to patient, if yes please explain

Category	Review of Systems	Yes	No	Explain
General	~weight gain or loss ~fatigue ~irritability ~crying spells ~fever			
Ear, Nose, Mouth/Throat	~frequent ear/throat/sinus infections ~snoring or noisy breathing ~hoarse voice ~sour taste in mouth ~mouth sores or ulcers			
Eyes	~vision problems			
Skin	~rashes, jaundice or other conditions			
Respiratory	~apnea ~recurrent pneumonia ~chronic wheezing ~chest pain			
Cardiovascular	~heart defect ~irregular or fast heartbeat ~high or low blood pressure ~chest pain			
Gastrointestinal	~nausea ~vomiting ~pain/difficulty in swallowing ~diarrhea ~constipation ~poor appetite ~abdominal pain ~blood tinted or bile stained vomit ~blood or mucus in stool ~black stools			
Neurological	~abnormal behavior ~Seizures ~migraines ~headaches ~spina bifida or meningomyelocele			
Genitourinary	~increased or decreased urine output ~dark urine ~wetting accidents ~change in menstrual periods ~urinary dribbling			
Musculoskeletal	~Muscle weakness ~paralysis ~joint or back pain ~redness/swelling			
Psychiatric	~stress/anxiety/depression			
Others				

Parent/Guardian Signature: _____ Date: _____

Capital Health

General & Financial Consent: Inpatient, Outpatient, Emergency Department Side 1 of 3

Financial Agreement: I agree whether I sign as a representative of the patient or as the patient, that in consideration of the services to be rendered to me, I obligate myself to pay the account of the hospital in accordance with the regular rates and terms of the hospital. I intend to be legally bound, assume full responsibility for, and agree to pay Capital Health upon presentation of the bill, all expenses, and charges for such services and care. Should the account be referred to an attorney for collection, I shall reimburse Capital Health reasonable attorney's fees and collection expense.

Medicare Authorization for Information and Payment Request Release: I agree the information given to me in applying for payment under Title XVII of the Social Security Act is correct. I authorize any holder of medical or other information about the patient to release to the Social Security Administration or its intermediaries or carriers or to the Professional Review Organization any information needed in order to process payment for this visit or a related Medicare claim. I request that payment or authorized benefits be made on my behalf, if I am a member of a Medicare Risk Contracting Health Maintenance Organization.

Release of Information: I assign benefits payable for hospital and physicians' services to the physician or provider furnishing the service and authorize such physician or provider to submit a claim containing information related to my treatment, to Medicare, Medicaid or other Insurance Carrier for payment. I understand that if under Medicare Program Guidelines, as necessary, Capital Health is required by various governmental agencies to review and release patient information. Capital Health also cooperates with various agencies by providing statistics and medical information for research purposes. I understand and agree that Capital Health is authorized to review and release such information.

I understand that these records will contain information pertaining to psychiatric, alcohol or drug abuse and HIV counseling or testing. Any specimens taken from my body during my treatment may be retained, preserved, used for teaching purposes, or disposed by Capital Health.

Consent to Release Medical Records: I authorize the release of my medical records and information for the purpose of coordinating care and discharge planning and for the purpose of my follow-up care, this includes the designated Caregiver, if elected. I understand that the information disclosed may include Specially Protected Health Information such as records of psychiatric treatment, counseling or testing, substance abuse counseling or treatment, and or HIV, AIDS diagnosis, treatment, or testing. I may revoke this authorization as it relates to Specially Protected Health Information by providing written notice to Capital Health, Health Information Management Department.

Consent for Blood Test: In the event a physician, hospital employee, worker, student, or other person is accidentally stuck with a needle or otherwise directly exposed to my blood or body fluids in connection with my treatment at Capital Health or during the discharge process, I consent to having my blood drawn and tested for Human Immunodeficiency Virus (HIV, the virus that causes Acquired Immune Deficiency Syndrome, AIDS), Hepatitis B virus, and Hepatitis C virus. Such testing will allow any necessary treatment of the physician, hospital employee, worker, student, or other person to begin without delay. I further understand that if such testing is required I will receive appropriate counseling. The results of the test will be released only to those involved with the medical treatment of the exposed physician, hospital employee, worker, student, or other person as required by law or as agreed to by me.

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General & Financial Consent: Inpatient, Outpatient, Emergency Department Side 2 of 3

Information about Doctors at Capital Health: Some physicians and other health care providers who participate in your care, including but not limited to, for example, surgeons, radiologists, anesthesiologists, pathologists, pediatricians, and consultants are private practitioners and not employees or agents of Capital Health. Physicians who practice at Capital Health must meet certain educational and experience requirements; however, Capital Health is not responsible for specific care provided to you by that physician. If you wish to change your physician, ask to speak with a nurse manager.

By checking this box, I confirm that I have read, understand, and accept the above terms, and I agree to be bound to those terms. The act of checking this box shall have the same effect as signing my name.

Consent for Contact by Telephone, Cellular, and/or Electronic Communications: By signing this form you consent to the terms in this section. Capital Health conducts patient care quality reviews to ensure the continued highest quality of services. Patients may participate or be invited to participate in the surveys through the use of text messaging, phone call, automatic telephone dialing system, artificial, prerecorded voice messaging, or electronic mail. These communications may come from Capital Health or a third party vendor to the phone number or email address that the patients have provided. Patients are not required to provide a phone number or email address as a condition of receiving treatment and/or other healthcare service from Capital Health. Should you choose to opt out of receiving contact from Capital Health or its third party vendor, you understand that it is your responsibility to contact Capital Health Patient Experience Department at 1-609-394-6336 (RMC) or 1-609-303-4280 (Hopewell) with this information. Message and data rates may apply.

By checking this box, I confirm that I have read, understand, and accept the above terms, and I agree to be bound to those terms. The act of checking this box shall have the same effect as signing my name.

Consent for Treatment: I consent to be treated by/admitted to Capital Health under the care of my physician, and their associates, partners, assistants, and designees. I consent to any hospital care, which encompasses routine laboratory, diagnostic, or medical/surgical treatment advisable during treatment and or hospitalization. I agree to allow medical students, interns, and residents, under the supervision and direction of a physician to observe my treatment and review my medical record. I understand that no guarantees have been made to me about the outcome of this care. I acknowledge that Capital Health has the authority to dispose of specimens taken for laboratory and pathology examinations.

By checking this box, I confirm that I have read, understand, and accept the above terms, and I agree to be bound to those terms. The act of checking this box shall have the same effect as signing my name.

Consent for Interoperability – Admission, Discharge and Transfer Notifications

In accordance with the Interoperability and Patient Access final rule (CMS-9115-F) Capital Health is required to make Conditions of Participation (CoPs) for hospitals. CoPs require Capital Health sends electronic patient event notifications of patient's Admission, Discharge, and/or Transfer to another healthcare facility, or to another community provider or practitioner. Government regulations require Capital Health to notify your primary care physician, referring physician, or other community provider in the event that you are admitted, discharged, or transferred to another facility.

By checking this box, I confirm that I have read, understand, and accept the above terms, and I agree to be bound to those terms. The act of checking this box shall have the same effect as signing my name.

Acknowledgement of Privacy Notice: I acknowledge receipt of Capital Health Notice of Privacy Policy:

By checking this box, I confirm that I have received the Capital Health Notice of Privacy Practices. The act of checking this box shall have the same effect as signing my name.

Capital Health

General & Financial Consent: Inpatient, Outpatient, Emergency Department Side 3 of 3

By signing below, I agree to be subject to all of the terms in this General and Financial Consent. I agree that any checked boxes shall have the effect of my written signature.

X _____ Relationship to Patient: _____ Date: _____ Time: _____
(Signature of patient or patient representative)

Witness: _____ Date: _____ Time: _____

Patient Name: _____ DOB: _____ Date: _____

Living Will:

Do you have a Living Will and Durable Power of Attorney? **YES** **NO**

If **YES**, please furnish us with a copy for your medical chart or allow us to make a copy to attach to your chart. Thank you.

If **NO**, would you like more information regarding this subject? **YES** **NO**

I. When we need to contact you regarding test results, prescription refills, rescheduling appointments, etc., Please indicate where we can leave a message:

CIRCLE YES OR NO

HOME NUMBER ~ YES / NO _____

CELL NUMBER ~ YES / NO _____

II. I AUTHORIZE THE FOLLWING INDIVIDUALS TO RECEIVE INFORMATION PERTAINING TO MY MEDICAL CARE.

NAME	RELATIONSHIP	CONTACT NUMBERS

I agree _____ to the above. Date Signed: _____
(Patient Signature)

Signing this form verifies all information is correct and /or has been updated.



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Medication History & Medication Benefits Consent

I give permission for Capital Health to obtain my current Medications and Medication History from the Surescripts Pharmacy Clearinghouse.

I understand that this information will be stored in my Electronic Health Record and may be used in the normal course of my treatment at Capital Health.

Patient Signature: _____ Date: _____



Missed Appointment Policy

Our goal is to provide quality individualized medical care in a timely manner. "No-shows" and late cancellations inconvenience those individuals who need access to medical care in a timely manner. We would like to remind you of our office policy regarding missed appointments. This policy enables us to better utilize available appointments for our patients in need of medical care.

Cancellation of an Appointment

In order to be respectful of the medical needs of other patients, please be courteous and call our office promptly if you are unable to show up for an appointment. This time will be reallocated to someone who is in need of treatment. If it is necessary to cancel your scheduled appointment, we require that you call at least **24 hours** in advance. Appointments are in high demand, and your early cancellation will give another person the possibility to have access to timely medical care.

How to Cancel Your Appointment

To cancel appointments, please call your office. If you do not reach the receptionist you may leave a detailed message on the voice mail. If you would like to reschedule your appointment, please leave your phone number. We will return your call and give you the next available appointment time.

Late Cancellations: A late cancellation is considered when a patient fails to cancel their scheduled appointment with a **24 hour** advance notice.

No Show Policy: A "no-show" is someone who misses an appointment without cancelling it in an adequate manner. A failure to be present at the time of a scheduled appointment will be recorded in your appointment history as a "no-show".

Missed Appointment Fees

- Patients who fail to keep an appointment will be rescheduled once upon request: **No Charge**
- After a second and subsequent missed appointment: **\$25 fee billed to your account**
- Third missed appointment: **Possible discharge from our practice**

Patient Name: _____

Patient's Signature: _____

Date: _____