

Patient Demographic Form



Patient Information

Last Name: _____ First Name: _____ Middle Name: _____

Maiden Name: _____ Date of Birth: ____/____/____ Social Security Number: _____

Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

Home Phone #: (____) _____ Cell Phone #: (____) _____ Work Phone #: (____) _____

Employment Status: Employed Unemployed Retired Student Other Circumstance: _____

Employer Name: _____ Occupation: _____

Marital Status: Single Married Other Circumstance: _____

Race: _____ Ethnicity: Hispanic or Latino Not Hispanic or Latino

Preferred Language: _____

Preferred Pharmacy: _____ Phone #: _____

Emergency Contact: _____ Relationship: _____ Phone #: _____

Primary Insurance Information

Name of Insurance: _____ Effective Date: ____/____/____

Policy Holder's Name: _____ Relation to Patient: _____ Policy Holder's D.O.B.: ____/____/____

Policy Holder's S.S. #: _____ Policy #: _____ Group #: _____

Insurance Address: _____ City: _____ State: _____ Zip: _____

Secondary Insurance Information (if applicable)

Name of Insurance: _____ Effective Date: ____/____/____

Policy Holder's Name: _____ Relation to Patient: _____ Policy Holder's D.O.B.: ____/____/____

Policy Holder's S.S. #: _____ Policy #: _____ Group #: _____

Insurance Address: _____ City: _____ State: _____ Zip: _____

I authorize Avina Women's Care and any entity authorized by my healthcare provider to contact me by using any telephone number, email address and mailing address provided. I authorize the release of any medical or other information necessary to process this claim. I authorize payment of medical benefits to Avina Women's Care. By signing this form, I agree to be fully responsible for payment of services deemed medically unnecessary or are not covered by my insurance carrier.

Patient Signature: _____ Date: _____

(Parent/Guardian Signature, if applicable)

Authorization for Use and Disclosure of Health Information



Avina Women's Care can contact me with detailed information and leave a message at

Phone #: (_____) _____ Type (cell, home, work): _____

Avina Women's Care has permission to contact and disclose my medical condition and/or treatment with

Name: _____ Relationship: _____ Phone #: (_____) _____

Name: _____ Relationship: _____ Phone #: (_____) _____

I understand that I may request a copy of the information used or disclosed under this authorization.

I understand that if the person or entity who receives my protected health information is not covered by Federal Health Care Privacy regulations, the personal health information disclosed may be re-disclosed to another person or entity and it will no longer be protected by Federal Health Care Privacy rules.

I understand that I may refuse to sign this authorization and that this refusal will not affect my ability to obtain health care treatment from Avina Women's Care, payment for this treatment, my ability to enroll in a health care plan or be eligible for health care plan benefits.

I understand that I have the right to revoke this authorization at any time, in writing, by notifying the Avina Women's Care Privacy Officer.

Patient Name (Printed): _____ Date of Birth: ____/____/____

Patient Signature: _____ Date: _____

(Parent/Guardian Signature, if applicable)

Medical History Questionnaire



Date of Visit: ____ / ____ / ____ Patient Name: _____ Date of Birth: ____ / ____ / ____

Primary Care Physician: _____ Patient Type: New Patient Current Patient
(seen in past 3 years)

Reason for Visit: Annual/Preventative Exam OB Exam GYN Exam Problem: _____
 Other: _____

Pregnancy History

Number of: Pregnancies _____ Full Term Deliveries _____ Premature Deliveries _____
Miscarriages _____ Ectopics: _____ Abortions _____ Living Children _____

1. Delivery Date (year): _____ Gender (circle): M / F Birth Weight: _____ Weeks at delivery: _____
Delivery Type (circle): Vaginal / C-section Complications: _____

2. Delivery Date (year): _____ Gender (circle): M / F Birth Weight: _____ Weeks at delivery: _____
Delivery Type (circle): Vaginal / C-section Complications: _____

3. Delivery Date (year): _____ Gender (circle): M / F Birth Weight: _____ Weeks at delivery: _____
Delivery Type (circle): Vaginal / C-section Complications: _____

Additional Pregnancies: _____

Menstrual History

Age of first menstrual period: _____ Regular monthly cycles? (circle): Yes / No / N/A

First day of last period : ____ / ____ / ____ Current Method of contraception: _____

History of STDs: _____

Preventative Care

Last Pap Smear: ____ / ____ / ____ Previous Abnormal Pap? (circle): Yes / No Gardasil Vaccine? (circle): Yes / No

Last Mammogram: ____ / ____ / ____ Previous Abnormal Mammogram? (circle): Yes / No

Last Cholesterol Test: ____ / ____ / ____ Last Colonoscopy: ____ / ____ / ____ Last DEXA (Bone Density): ____ / ____ / ____

Current Medications (Including Over-the-Counter and Vitamins)

Name: _____ Dosage: _____ Frequency: _____

Name: _____ Dosage: _____ Frequency: _____

Name: _____ Dosage: _____ Frequency: _____

Name: _____ Dosage: _____ Frequency: _____

Name: _____ Dosage: _____ Frequency: _____

Allergies (Drugs and/or Food)

Type: _____ Reaction: _____

Type: _____ Reaction: _____

Type: _____ Reaction: _____

Surgeries and/or Major Injuries

Type: _____ Year: _____

Type: _____ Year: _____

Type: _____ Year: _____

Social History

Regular Exercise? (circle): Yes / No Times per week: _____

Caffeine Intake? (circle all that apply): Coffee / Tea / Soda / Energy Drinks / None Servings per day: _____

Alcohol Intake? (circle): Yes / No If yes, type: _____

Tobacco Use? (circle): Yes / No / Former Smoker If yes, how much: _____

Recreational drug use? (circle): Yes / No

Medical History

Check box if you have a history of:

- | | | |
|--|--|---|
| <input type="checkbox"/> Abnormal Pap Smear | <input type="checkbox"/> Kidney Disease | <input type="checkbox"/> Pulmonary Embolism / DVT |
| <input type="checkbox"/> Autoimmune Disease | <input type="checkbox"/> Liver Disease | <input type="checkbox"/> Rheumatic Fever |
| <input type="checkbox"/> Breast Cancer | <input type="checkbox"/> Lung Disease | <input type="checkbox"/> Stroke |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> Mental Health Disorder | <input type="checkbox"/> Thyroid Disease |
| <input type="checkbox"/> Genital Warts | <input type="checkbox"/> Mitral Valve Prolapse / Heart Disease | <input type="checkbox"/> Tuberculosis |
| <input type="checkbox"/> Herpes | <input type="checkbox"/> Neurologic Disorder | <input type="checkbox"/> Uterine Fibroids |
| <input type="checkbox"/> High Blood Pressure | <input type="checkbox"/> Ovarian Cyst | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> High Cholesterol | <input type="checkbox"/> Pelvic Inflammatory Disease | |
| <input type="checkbox"/> Infertility | <input type="checkbox"/> Polycystic Ovarian Disease | |

Family History

Check box and list relation (e.g. mother, father, brother, sister, etc.):

- | | | |
|--|---|---|
| <input type="checkbox"/> Alcoholism _____ | <input type="checkbox"/> Diabetes _____ | <input type="checkbox"/> Mental Health Disorder _____ |
| <input type="checkbox"/> Autoimmune Disorder _____ | <input type="checkbox"/> Endometrial Cancer _____ | <input type="checkbox"/> Osteoporosis _____ |
| <input type="checkbox"/> Birth Defects _____ | <input type="checkbox"/> Epilepsy _____ | <input type="checkbox"/> Ovarian Cancer _____ |
| <input type="checkbox"/> Blood Clots _____ | <input type="checkbox"/> Genetic Disorder _____ | <input type="checkbox"/> Pancreatic Cancer _____ |
| <input type="checkbox"/> Breast Cancer _____ | <input type="checkbox"/> Heart Disorder _____ | <input type="checkbox"/> Sickle Cell Disease _____ |
| <input type="checkbox"/> Cerebral Palsy _____ | <input type="checkbox"/> High Blood Pressure _____ | <input type="checkbox"/> Stroke _____ |
| <input type="checkbox"/> Cervical Cancer _____ | <input type="checkbox"/> High Cholesterol _____ | <input type="checkbox"/> Thyroid Disease _____ |
| <input type="checkbox"/> Colon Cancer _____ | <input type="checkbox"/> Kidney Abnormalities _____ | <input type="checkbox"/> Uterine Cancer _____ |
| <input type="checkbox"/> Cystic Fibrosis _____ | <input type="checkbox"/> Liver Disease _____ | <input type="checkbox"/> Other _____ |

Symptoms

Check box if you have any of these symptoms:

Reproductive & Urinary Symptoms

- | | | |
|---|--|--|
| <input type="checkbox"/> Abnormal Bleeding | <input type="checkbox"/> Hot Flashes | <input type="checkbox"/> Urinary Incontinence |
| <input type="checkbox"/> Bleeding After Sex | <input type="checkbox"/> Menstrual Cramps | <input type="checkbox"/> Urination Frequency / Urgency |
| <input type="checkbox"/> Bleeding Between Periods | <input type="checkbox"/> Night Sweats | <input type="checkbox"/> Vaginal Discharge |
| <input type="checkbox"/> Bleeding Post Menopause | <input type="checkbox"/> Painful Intercourse | <input type="checkbox"/> Vaginal Dryness |
| <input type="checkbox"/> Blood in Urine | <input type="checkbox"/> Pelvic Pain | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Burning Urination | <input type="checkbox"/> Sexual Difficulties | |

General Symptoms

- | | | |
|--|---|---|
| <input type="checkbox"/> Blood in Stool | <input type="checkbox"/> Easy Bruising | <input type="checkbox"/> Nausea/Vomiting |
| <input type="checkbox"/> Breast Mass/Discharge | <input type="checkbox"/> Fatigue | <input type="checkbox"/> Numbness/Tingling |
| <input type="checkbox"/> Chest Pain/Palpitations | <input type="checkbox"/> Fever/Chills | <input type="checkbox"/> Shortness of Breath |
| <input type="checkbox"/> Constipation | <input type="checkbox"/> Headaches | <input type="checkbox"/> Swollen Legs |
| <input type="checkbox"/> Cough | <input type="checkbox"/> Hearing Loss | <input type="checkbox"/> Varicose Veins/Clots |
| <input type="checkbox"/> Depression/Anxiety | <input type="checkbox"/> Jaundice/Liver Disease | <input type="checkbox"/> Weight Changes |
| <input type="checkbox"/> Diarrhea | <input type="checkbox"/> Muscle/Joint Pain | <input type="checkbox"/> Wheezing |
| <input type="checkbox"/> Dizziness/Fainting | <input type="checkbox"/> Nasal Drainage | <input type="checkbox"/> Other _____ |

Financial Policy



Thank you for choosing Avina Women's Care for your obstetric and gynecologic care. The following is a summary of our financial policy. Please take the time to understand this document and agree to our guidelines.

It is your responsibility to understand your health insurance policy, its benefits and limitations. It is a requirement of your insurance carrier that you present your insurance card at every visit. If you have any questions about your policy, please contact your agent or employer.

Our office will file your charges to your insurance carrier. It is your responsibility to pay all co-pays, deductibles, coinsurance and any balances not covered by your insurance plan(s). Co-pays and past due balances are due at the time of your appointment. If you are a self-paying patient, we also expect full payment at the time of your visit.

Self-paying maternity patients are required to establish a payment plan prior to being seen and must make an initial payment at their first obstetrical visit. The remaining delivery charges are to be paid, in full, by the 24th week of pregnancy. If you do carry insurance, you are required to pay your co-insurance or deductible (if applicable) also prior to your 24th week of pregnancy. It is your responsibility to pay all balances not included in the delivery charge, such as all laboratory work, ultrasounds and non-stress tests.

By signing this form, I acknowledge that I have read and understand the above statements.

Patient Name (Printed): _____ Date of Birth: ____/____/____

Patient Signature: _____ Date: _____

(Parent/Guardian Signature, if applicable)

Patient Advocacy Program



At Avina Women's Care, it is our goal that our providers and patients engage in a cooperative approach to ensure quality healthcare. Further, our hope is that any conflicts that may arise will be resolved in the same cooperative style through mediation.

The parties to this agreement agree to pursue a good faith effort to resolve any problems that may arise between them. As a part of entering into the provider/patient relationship, the patient agrees to submit in writing to the Avina Women's Care Mediation Program, any dispute, controversy or disagreement arising out of or relating to the provider/patient relationship and the agreement to provide medical services.

1. After the matter has been presented in writing to the Avina Women's Care Mediation Program the parties will use negotiation in an attempt to reach a voluntary resolution of their differences.
2. If the dispute, controversy or disagreement is not resolved in a reasonable time, then the matter will be submitted to mediation.

The ultimate goal of mediation is to resolve any issues or concerns between the provider and patient through a neutral third party. Either party is entitled to seek legal representation at any time, but Avina Women's Care wishes to provide the patient with this opportunity to settle concerns without incurring additional costs and fees.

Summary of Mediation:

- The patient is not required to reach a resolution in mediation.
- The mediator (or co-mediators) will be a neutral third party who is trained in mediation.
- The costs of the mediation will be paid by Avina Women's Care.
- The date, time and place of any mediation session will be scheduled by the mediator in consultation with the parties.
- The use of mediation does not preclude either party from pursuing any other remedies that may be available to them.
- Any agreements reached by the parties will be in writing and signed by both parties.
- All parties agree to make a good faith effort at mediation before pursuing litigation.
- Mediation is not a substitute for legal advice. Parties should consult with their legal counsel for any questions regarding legal rights.

By signing this form, I acknowledge that I have read and understand this Patient Advocacy Program.

Patient Name (Printed): _____ Date of Birth: ____/____/____

Patient Signature: _____ Date: _____

(Parent/Guardian Signature, if applicable)

Notice of Privacy Practices Acknowledgement Form



Patient Name: _____ Date of Birth: ____/____/____

- I have received a copy of Avina Women's Care's Notice of Privacy Practices.
- I was offered a copy of Avina Women's Care's Notice of Privacy Practices, but declined it.

Patient Signature: _____ Date: _____
(Parent/Guardian Signature, if applicable)

For Office Use Only:

An effort was made to provide a copy of Avina Women's Care's Notice of Privacy Practices to this patient and to obtain her acknowledgment of the same.

The patient:

- Accepted
- Declined the Notice and refused to sign this acknowledgment.

Avina Women's Care Representative Name: _____

Avina Women's Care Representative Signature: _____ Date: _____