

# OLATHE WOMEN'S CENTER

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SARAH M. MAIER, WHNP

## PATIENT INFORMATION FORM

Legal Name \_\_\_\_\_ Preferred Name \_\_\_\_\_ DOB \_\_\_\_\_

Phone (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Physical Address \_\_\_\_\_ Apt # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_ Apt # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_ Social Security # \_\_\_\_\_

Drug Allergies \_\_\_\_\_ Marital Status M S D W

Ethnicity (Please circle) Non-Hispanic Hispanic

Employer \_\_\_\_\_ Occupation \_\_\_\_\_

Pharmacy Name & Address \_\_\_\_\_

Spouse's Name \_\_\_\_\_ DOB \_\_\_\_\_ Phone # \_\_\_\_\_

Spouse's Employer \_\_\_\_\_ Occupation \_\_\_\_\_

Spouse's Social Security # \_\_\_\_\_

Nearest Friend or Relative Not Living With You \_\_\_\_\_ Phone # \_\_\_\_\_

Referring Doctor \_\_\_\_\_ Phone # \_\_\_\_\_

How did you hear about us? Doctor Friend/Relative Web-site Magazine Phonebook

### IF APPLICABLE

Father's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Father's Address \_\_\_\_\_

Father's Social Security # \_\_\_\_\_ DOB \_\_\_\_\_

Father's Employer \_\_\_\_\_ Work Phone # \_\_\_\_\_

Mother's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Mother's Address \_\_\_\_\_

Mother's Social Security # \_\_\_\_\_ DOB \_\_\_\_\_

Mother's Employer \_\_\_\_\_ Work Phone # \_\_\_\_\_

Please present your correct insurance card to the front desk for copying. Olathe Women's Center is not responsible for unpaid claims or laboratory charges due to incorrect insurance information presented to us. A \$5.00 fee will be charged to your account for any insurance re-filing. All co-payments are due at the time of the visit.

Name of Person Financially Responsible For Charges \_\_\_\_\_  
(This is either patient or parent)

Name of Insurance \_\_\_\_\_ ID # \_\_\_\_\_

Name of Insurance Policyholder \_\_\_\_\_

**NOTICE TO PATIENTS: PLEASE READ THIS AGREEMENT BEFORE YOU SIGN IT.**

You are entitled to a copy of this agreement. You may pay a remaining unpaid balance at any time without incurring further charges. I understand that I am primarily responsible for all bills incurred by me as the responsible party. Should my insurance company fail to pay my claim(s) within sixty (60) days, I agree to pay the balance in full upon request from this office. Failure to do so will result in my account being charged an ANNUAL PERCENTAGE RATE (APR) of 12% compounded daily on the outstanding balance then due. To avoid these interest charges, I understand I must pay the balance within a 30 day grace period allowed by Olathe Women’s Center following notification of my outstanding balance. If my account remains unpaid and Olathe Women’s Center must use collection efforts of an outside agency, I fully understand that I am responsible for paying all collection costs incurred by Olathe Women’s Center that can be charged to me in accordance with the law.

\_\_\_\_\_  
SIGNATURE OF PATIENT OR RESPONSIBLE PARTY

\_\_\_\_\_  
DATE

**PATIENT HIPPA CONSENT FORM**

I understand that I have certain rights to privacy regarding my protected health information. These rights are given to me under the Health Insurance Portability and Accountability Act of 1996 (HIPPA). I understand that by signing this consent I authorize you to use and disclose my protected health information (PHI) to carry out treatment (including direct or indirect treatment by other healthcare providers involved in my treatment), obtaining payment from third party payers (e.g. my insurance company), and the day-to-day healthcare operations of your practice third party organizations (TPO).

I have also been informed of and given the right to review and secure a copy of your Notice of Privacy Practices, which contains a more complete description of the uses and disclosures of my protected health information and my rights under HIPPA. I understand that you reserve the right to change the terms of this notice from time to time and that I may contact you at any time to obtain the most current copy of this notice.

**PHONE CORRESPONDENCE**

With this consent, Olathe Women’s Center may call my home or other alternative location, which I provide and leave a message on voicemail or in person in reference to any items that assist the practice in carrying out TPO, such as appointment reminders, insurance items and any calls pertaining to my clinical care, including laboratory tests results, among others.

YES NO

**MAIL CORRESPONDENCE**

With this consent, Olathe Women’s Center may mail to my home or other alternative location as provided by me, any items that assist the practice in carrying our TPO, such as appointment reminder cards and patient statements.

YES NO

**ELECTRONIC CORRESPONDENCE**

With this consent, Olathe Women’s Center may e-mail me at address I provide any items that assist the practice in carrying out TPO, such as appointment reminder cards and patient statements. I have the right to request that Olathe Women’s Center restrict how it uses or discloses my PHI to carry out TPO. The practice is not required to agree to my requested restrictions, but if it does, it is bound by this agreement.

YES NO

**THIRD PARTY CORRESPONDENCE**

With this consent, Olathe Women’s Center may disclose my PHI to the following party:

\_\_\_\_\_  
NAME OF PERSON INFORMATION TO BE RELEASED TO

\_\_\_\_\_  
RELATIONSHIP TO PATIENT

BY SIGNING THIS FORM, I AM CONSENTING TO ALLOW OLATHE WOMEN’S CENTER TO USE AND DISCLOSE MY PHI TO CARRY OUT TREATMENT, PAYMENT, AND DAY-TO-DAY HEALTHCARE OPERATIONS OF THE PRACTICE.