

# WELCOME

☐ New Patient / ☐ Name or ☐ Address or ☐ Insurance Change / ☐ Other change

Thank you for selecting our practice! So that we may best serve you, please fill out this form as accurately as possible and return it to our receptionist. If you have any questions or need assistance, please ask us – we will be happy to help. Thank you.

## PATIENT INFORMATION (Please Print)

## CONFIDENTIAL

Date \_\_\_\_\_

Name \_\_\_\_\_ Home Phone (\_\_\_\_\_) \_\_\_\_\_

Mailing Address \_\_\_\_\_ Mobile (Cell) # (\_\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Alternate Address (if part-time resident) \_\_\_\_\_

Birthdate \_\_\_\_\_ Age \_\_\_\_\_ Gender: ☐ Male ☐ Female

Check appropriate box: ☐ Minor ☐ Single ☐ Married ☐ Divorced ☐ Widowed ☐ Separated

Social Security Number \_\_\_\_\_

Patient's Employer \_\_\_\_\_ Work Phone (\_\_\_\_\_) \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

If Student, Name of School/College \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

May we contact you via email? If yes, Email address: \_\_\_\_\_

May we contact you via ☐ Home or ☐ Work Fax? If yes, Fax #: \_\_\_\_\_

Person to contact in case of EMERGENCY \_\_\_\_\_ Phone \_\_\_\_\_

(Emergency Contact's) Relationship to patient \_\_\_\_\_

Who/What referred you to our Office? ☐ Doctor ☐ Patient ☐ Yellow Pages ☐ Internet/Website/Search ☐ Other

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ Fax Number \_\_\_\_\_

Website or Search Engine or other referral source \_\_\_\_\_

\*Do you or have you ever written / posted online reviews on: ☐ Yelp ☐ Angie's List ☐ RealSelf ☐ Other \_\_\_\_\_

Medical Doctor \_\_\_\_\_ Phone # \_\_\_\_\_ / Fax # \_\_\_\_\_

Address \_\_\_\_\_ Date last seen by this physician \_\_\_\_\_

## RESPONSIBLE PARTY / Name of Insured (if different than Patient)

Name of Person responsible for this account \_\_\_\_\_ Birthdate \_\_\_\_\_

Relationship to Patient \_\_\_\_\_ Social Security Number \_\_\_\_\_

Address \_\_\_\_\_ Home Phone (\_\_\_\_\_) \_\_\_\_\_

Alternate Address (if part-time resident) \_\_\_\_\_

Driver's License # (& State) \_\_\_\_\_ Financial Institution \_\_\_\_\_

Employer \_\_\_\_\_ Work Phone (\_\_\_\_\_) \_\_\_\_\_

Address of Employer \_\_\_\_\_

Date employed \_\_\_\_\_ Is this person a patient of our office? ☐ YES ☐ NO

May we contact you via email? If yes, Email address: \_\_\_\_\_

## INSURANCE INFORMATION - Primary

Name of Insured \_\_\_\_\_ Birthdate \_\_\_\_\_  
Insurance Co. Name \_\_\_\_\_ Phone # (\_\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_  
Policy or Id Number \_\_\_\_\_ Group Name or # \_\_\_\_\_  
Policy Type: ☐ PPO ☐ POS ☐ HMO ☐ Other \_\_\_\_\_  
Union or Local # \_\_\_\_\_  
Insurance Co. Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
How much is your Co-payment for Office visits? \_\_\_\_\_ How much is your Co-Insurance, if any? \_\_\_\_\_  
How much is your Deductible? \_\_\_\_\_ And how much have you used? \_\_\_\_\_

## DO YOU HAVE ANY ADDITIONAL INSURANCE – Secondary Insurance? ☐ YES ☐ NO

If yes, complete the following:

Name of Insured \_\_\_\_\_ Birthdate \_\_\_\_\_  
Relationship to Patient \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Employer \_\_\_\_\_ Work Phone (\_\_\_\_\_) \_\_\_\_\_  
Address of Employer \_\_\_\_\_  
Date employed \_\_\_\_\_ Is this person a patient of our office? ☐ YES ☐ NO  
Insurance Co. Name \_\_\_\_\_ Phone # (\_\_\_\_\_) \_\_\_\_\_ Ext. \_\_\_\_\_  
Policy or Id Number \_\_\_\_\_ Group Name or # \_\_\_\_\_  
Policy Type: ☐ PPO ☐ POS ☐ HMO ☐ Other \_\_\_\_\_  
Union or Local # \_\_\_\_\_  
Insurance Co. Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
How much is your Co-payment for Office visits? \_\_\_\_\_ How much is your Co-Insurance, if any? \_\_\_\_\_  
How much is your Deductible? \_\_\_\_\_ How much have you used? \_\_\_\_\_

The above listed contact information shall be used to notify you of personal health information, including billing and past due charges among others, Also, should we need to communicate such info to you, and you are not immediately available via one of your listed contacts, we will provide this information to one of your immediate family members (i.e. spouse or significant other, adult age children and parents) or care-taker/s (via contact information you provide us on this form) unless you specify otherwise in writing here or revoke in the future via certified written letter. Please document any specific alternative directions here \_\_\_\_\_

Also, please provide us with any contact name, relationship, info, not already listed, for those approved to receive your personal health information: \_\_\_\_\_

X \_\_\_\_\_ Date \_\_\_\_\_  
SIGNATURE OF PATIENT OR PARENT IF MINOR OR RESPONSIBLE PARTY

For Office Use Only:

- ☐ Attach a copy of patient's drivers license (or other form of Id)
- ☐ Attach a copy of patient's insurance card or cards (front and back)
- ☐ Verify this form is filled out completely, front and back

Staff Initials \_\_\_\_\_  
Staff Initials \_\_\_\_\_  
Staff Initials \_\_\_\_\_

## Practice Policies, Disclosures & SIGNATURE ON FILE

I hereby give my consent to and authorize medical examination and all treatment that may be advisable or necessary, including routine dermatologic procedures, such as biopsy or removal of minor skin lesions or treatment with liquid nitrogen, which will be explained in detail before treatment; and the following: (Our doctors usually perform pathologic interpretations for any skin lesions removed; typically 3-7 days after the office visit, which incurs a separate charge. On occasion, the doctor at his discretion may feel that a second opinion is warranted and if so, another separate charge will be incurred from an outside lab.) This above consent shall apply to all office visits, now and in the future, unless I revoke this authorization via written certified letter. Furthermore, I will inform this office of any changes in my medical history, insurance coverage, telephone number and/or address as they occur; and periodically, verify (with office staff) that my above information on record is accurate. I certify this information is true and correct to the best of my knowledge.

I UNDERSTAND AND ACCEPT THAT I AM ULTIMATELY FINANCIALLY RESPONSIBLE FOR ALL EXPENSES INCURRED FOR SERVICES PROVIDED REGARDLESS OF MY INSURANCE STATUS. AND I GIVE CONSENT TO BE CONTACTED VIA ANY OR ALL CONTACT INFO THAT I HAVE PROVIDED.

**PLEASE NOTE - PAYMENT IS EXPECTED AND DUE AT THE TIME OF SERVICE FOR "YOUR PORTION" OF CHARGES;**

that includes any co-pays, co-insurance, any remaining deductible and non-covered or cosmetic services, as we do not regularly bill patients for these charges. Please note it is your responsibility to know your co-pay, co-insurance, deductible and other pertinent plan specifics and to update us with this information regularly.

If you (or we) do not know the amount of your co-pay, 20% of the total charges will be collected at the time of service.

For your convenience, we accept cash, personal check with valid identification (i.e. driver's license), and VISA / MASTER CARD / AMEX / DISCOVER. Any credit card surcharge that may apply will be disclosed. Refunds by credit card incur a 3-5% processing fee. You will be charged \$25.00 for all returned checks.

If copies of records are requested, there is a \$15.00 minimum handling fee plus \$.60 per page or otherwise as determined by law.

Please note that we bill your insurance as a **courtesy**. In order to do so, we must have updated and accurate insurance information. If a completed claim form is required to accompany our billing, then we must have that completed form at the time of your office visit. Please be aware that your insurance policy is a contract between you and your insurance company. We are not a party to that contract. Your account with this office is your responsibility whether or not your insurance company pays.

**We will bill your insurance at least one time. If you have not received notification from your insurance company that we have been paid within 45 days of your date of service, we ask that you please contact your insurance company to check the status of your claim!!!**

Although we are preferred providers for most managed care organizations; and thus, have agreed to accept reduced payment for our professional services; some insurers may use a variety of tactics to avoid, delay or improperly pay for our services, in addition to our agreed upon reduced ("contracted") fee schedule. As your advocate, we will make a reasonable effort to obtain appropriate payment from your insurance company. However, if your insurance company has not paid your bill properly, in full (per contracted fees) within 90 days from the date of service, any balance will be due and payable by you, regardless of whether or not your insurance company states otherwise. You will only be responsible for our determined contracted fee for each service provided. Also, you acknowledge here that we will inform you and obtain your approval prior to providing any known non-covered services, e.g. cosmetic services. Furthermore, we cannot anticipate if your insurer will deny a service as non-covered that is usually considered covered. (Although, some insurers may use this tactic to avoid payment; you also agree to be responsible for our charges related to such services, despite any contrary rhetoric your insurer may claim.)

In the event your account becomes past due, your balance will accrue interest at the rate of 1% per month (i.e. 12% per annum).

A past due account is an account not paid within 30 days from our 1st date of billing you.

In the event that you fail to pay in full or make any kind of satisfactory arrangement for payment or otherwise within 60 days of your first bill, (or we are unable to locate/notify you of your account status despite reasonable effort) your balance will be turned over to our outside office Collection Agency. A \$50 charge will be assessed to all collections accounts, in addition to any accrued interest. If your account is referred to our Collection Agency, interest will continue to accrue at the rate noted herein. In addition, you will be responsible for all added percentage based Collection fees / costs per our prevailing collection company contract, Attorney fees, Court Costs, Administrative / Service Fees & associated Miscellaneous Fees and Costs.

An adult accompanying a minor patient (the "responsible party") is responsible for full payment of the minor patient's account.

Please help us serve you better by keeping all scheduled appointments. Otherwise notify us as soon as possible if you are unable to keep your appointment. If you fail to show for your appointment or cancel less than 24 hours prior your appointment, our policy is to charge you \$25 for such missed appointments. Also, we charge \$25 per form to complete FMLA, disability, "Cancer Insurance Policy" forms or other similar forms, payable prior to completing such form(s). We will retain your medical records for 5 years per NRS (Nevada Law), after which they may be destroyed unless legally required otherwise.

I herein authorize payment of medical benefits to Robert B. Strimling, MD & Associates, LLC, when an assigned claim is filed.

Also, my signature authorizes Robert B. Strimling, MD & Associates, LLC to release any medical information necessary to process my insurance claims.

Furthermore, my signature here acknowledges that Robert B. Strimling, MD and Associates, LLC has informed me that they have a Notice of Privacy Practices (which describes how medical information about me may be used and disclosed and how I can get access to this information) as in compliance with HIPAA.

I will not post a negative review online without first notifying management &/or doctors of my intent to do so and permitting management the opportunity to reconcile my issues. Please let us know if you have any questions or concerns. Adherence to these policies enhances our relationship. My signature below indicates I understand and accept these policies.

PRINT NAME \_\_\_\_\_

SS # \_\_\_\_\_

DATE \_\_\_\_\_

\_\_\_\_\_  
Signature of Patient or Legal Guardian

NAME: \_\_\_\_\_ Date \_\_\_\_\_  
Birthdate \_\_\_\_\_ Age \_\_\_\_\_ Occupation \_\_\_\_\_

MEDICAL HISTORY: Please describe the main reason(s) for your visit/referral:  
(For each condition, if possible or pertinent, please include how long you have been afflicted,  
whether or not the condition is symptomatic (e.g. itchy or painful),  
any perceived aggravating or alleviating factors, past and current treatment(s)  
and whether treatment(s) was/is successful and any other current possibly related conditions)

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Are you ALLERGIC to any medications? ☐ YES ☐ NO

If YES, please indicate which one(s): \_\_\_\_\_

Are you ALLERGIC to any foods? ☐ YES ☐ NO

If YES, please indicate which one(s): \_\_\_\_\_

Are you ALLERGIC to any other environmental exposures? ☐ YES ☐ NO

If YES, please indicate which one(s): \_\_\_\_\_

Please list all MEDICATIONS that you are currently taking, (including birth control pills,  
over the counter medications and any medications that you take occasionally).

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How much ALCOHOL do you consume in a week? \_\_\_\_\_

How much TOBACCO do you consume in a week? \_\_\_\_\_

Have you traveled out of state recently? ☐ YES ☐ NO

If YES, where \_\_\_\_\_

Do you have any first degree relative(s) with any inherited skin conditions? ☐ YES ☐ NO

If YES, which relative(s), age of onset, what condition(s) \_\_\_\_\_

or skin cancer? ☐ YES ☐ NO

If YES, which relative(s), age, what type(s) \_\_\_\_\_

Do other family members have skin problems now or in the past? ☐ YES ☐ NO

If yes, which family member(s) and describe problem(s): \_\_\_\_\_

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Please indicate any other diseases/conditions of your first degree relatives.

Parents (Father & Mother): \_\_\_\_\_

Siblings: \_\_\_\_\_

Children: \_\_\_\_\_

When exposed to sunlight, do you: ☐ Burn ☐ Burn-Tan ☐ Tan

Have you ever had a skin cancer? ☐ YES ☐ NO

If YES, what type(s), location(s), treatment method(s), and year(s) treated: \_\_\_\_\_

Do you have a personal history of any specific skin diseases? ☐ YES ☐ NO

If YES, please list \_\_\_\_\_

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Do you have or have you been previously diagnosed with, treated for or received any of the following:

	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Recent Fever	<input type="checkbox"/>	<input type="checkbox"/>	X-ray or Radiation Treatments	<input type="checkbox"/>	<input type="checkbox"/>
Recent significant Weight Loss	<input type="checkbox"/>	<input type="checkbox"/>	PUVA or UVB	<input type="checkbox"/>	<input type="checkbox"/>
Heart Disease	<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	<input type="checkbox"/>	<input type="checkbox"/>
High Blood Pressure	<input type="checkbox"/>	<input type="checkbox"/>	Glaucoma	<input type="checkbox"/>	<input type="checkbox"/>
Angina/Chest pain or Heart Attack	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis or Yellow Jaundice	<input type="checkbox"/>	<input type="checkbox"/>
Heart Rhythm Disturbance	<input type="checkbox"/>	<input type="checkbox"/>	Blood Transfusions	<input type="checkbox"/>	<input type="checkbox"/>
<b>Pacemaker</b>	<input type="checkbox"/>	<input type="checkbox"/>	IV or Recreational Drug Use	<input type="checkbox"/>	<input type="checkbox"/>
Stroke / TIA / Carotid artery disease	<input type="checkbox"/>	<input type="checkbox"/>	AIDS or HIV	<input type="checkbox"/>	<input type="checkbox"/>
Seizure or Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>	Problems Healing	<input type="checkbox"/>	<input type="checkbox"/>
Bronchitis or Emphysema	<input type="checkbox"/>	<input type="checkbox"/>	Excessive Scarring	<input type="checkbox"/>	<input type="checkbox"/>
Hay Fever or Asthma	<input type="checkbox"/>	<input type="checkbox"/>	Liver Disease	<input type="checkbox"/>	<input type="checkbox"/>
Other Breathing Difficulty	<input type="checkbox"/>	<input type="checkbox"/>	Kidney or Bladder Disease	<input type="checkbox"/>	<input type="checkbox"/>
Chronic or Morning Cough	<input type="checkbox"/>	<input type="checkbox"/>	Intestinal colitis or Chron's dis.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Bleeding Disorder</b>	<input type="checkbox"/>	<input type="checkbox"/>	Other Stomach/Bowel Disease	<input type="checkbox"/>	<input type="checkbox"/>
Cold Sores or Fever Blisters	<input type="checkbox"/>	<input type="checkbox"/>	Thyroid Disease	<input type="checkbox"/>	<input type="checkbox"/>
<b>Heart Murmur</b>	<input type="checkbox"/>	<input type="checkbox"/>	Rheumatoid Arthritis	<input type="checkbox"/>	<input type="checkbox"/>
<b>Mitral Valve Prolapse</b>	<input type="checkbox"/>	<input type="checkbox"/>	Lupus erythematosus	<input type="checkbox"/>	<input type="checkbox"/>
<b>Artificial joint</b>	<input type="checkbox"/>	<input type="checkbox"/>	Scleroderma	<input type="checkbox"/>	<input type="checkbox"/>
Phlebitis (Inflammation of vein/s)	<input type="checkbox"/>	<input type="checkbox"/>	Other Collagen-vascular dis.	<input type="checkbox"/>	<input type="checkbox"/>
Blood clots (esp, deep vein or lung/s)	<input type="checkbox"/>	<input type="checkbox"/>	Vision &/or hearing deficits	<input type="checkbox"/>	<input type="checkbox"/>
Peripheral vascular disease	<input type="checkbox"/>	<input type="checkbox"/>	Nasal symptoms / sore throat	<input type="checkbox"/>	<input type="checkbox"/>
Dizziness or Fainting	<input type="checkbox"/>	<input type="checkbox"/>	Abdominal pain	<input type="checkbox"/>	<input type="checkbox"/>
Emotional Problems	<input type="checkbox"/>	<input type="checkbox"/>	Urinary discomfort	<input type="checkbox"/>	<input type="checkbox"/>
Chronic fatigue	<input type="checkbox"/>	<input type="checkbox"/>	Muscle &/or joint pain	<input type="checkbox"/>	<input type="checkbox"/>

(Women) Are you currently **PREGNANT** or **NURSING**?  
or are you trying to get PREGNANT?

☐ ☐  
☐ ☐

Are your Vaccinations/Immunizations up to date?

☐ ☐

Do you take antibiotics routinely before dental check-ups or surgery?

☐ ☐

Other Illnesses/injuries/conditions? \_\_\_\_\_

Please list previous hospitalizations/surgeries including year and reason: \_\_\_\_\_

If you are here for a COSMETIC Surgery Consultation, please also answer the following questions:

Do you use or have you ever used any of the following products:

☐ Retin-A, Renova, or Tretinoin (What type/strength \_\_\_\_\_)

☐ Alpha-hydroxy acid or glycolic acid product (Which one(s)? \_\_\_\_\_)

☐ Hydroquinone product (Bleaching or fading cream) (Which one(s)/how long? \_\_\_\_\_)

Any other product(s) that you think we should know about? \_\_\_\_\_

☐ Accutane (Isotretinoin)/Sotret/Amnesteem/Claravis or Soriatene (Please describe use history \_\_\_\_\_)

Have you been previously diagnosed with, treated for or received any of the following:

	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Restylane / Silk / Lyft / Refyne / Defyne	<input type="checkbox"/>	<input type="checkbox"/>	Dry eyes	<input type="checkbox"/>	<input type="checkbox"/>
JuveDerm / Voluma / Vobella / Vollure	<input type="checkbox"/>	<input type="checkbox"/>	Eye disease or surgery	<input type="checkbox"/>	<input type="checkbox"/>
Bellafill / Radiesse / Sculptra	<input type="checkbox"/>	<input type="checkbox"/>	Neuromuscular disease	<input type="checkbox"/>	<input type="checkbox"/>
Facial Electrolysis	<input type="checkbox"/>	<input type="checkbox"/>			

Please list previous Cosmetic surgeries or procedures not already mentioned (Type, When, by Whom):

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_