

**PATIENT INFORMATION RECORD**  
PLEASE PRINT

Have you been a patient at our clinic before? NO  YES  When? \_\_\_\_\_

**Birth Date** \_\_\_\_\_ **Age** \_\_\_\_\_ **Sex** \_\_\_\_\_

**PATIENT'S**

Full Name \_\_\_\_\_ Nickname \_\_\_\_\_  
LAST FIRST MIDDLE

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

Email Address \_\_\_\_\_

Phone (H) \_\_\_\_\_ (C) \_\_\_\_\_ SS# \_\_\_\_\_ Marital Status \_\_\_\_\_

Employer \_\_\_\_\_ Employer's Phone \_\_\_\_\_

Spouse's Name \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

In case of emergency, notify \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Primary Care Physician \_\_\_\_\_ Phone \_\_\_\_\_

**AUTHORIZATION FOR MEDICAL TREATMENT & MEDICATION HISTORY**

Office Practice/Clinic personnel at this facility are hereby authorized to administer any medical, diagnostic or therapeutic treatment as may be deemed necessary or advisable. I have the right to consent or refuse consent to any proposed procedure or therapeutic course, absent emergency or extraordinary circumstances.

**RELEASE OF PROTECTED HEALTH INFORMATION**

Information may be released to the following individual(s)

_____	_____	_____	_____
Name (Please Print)	Relationship	Name (Please Print)	Relationship

_____	_____	_____	_____
Name (Please Print)	Relationship	Name (Please Print)	Relationship

May we have your permission to leave medical information on your voicemail or machine?  Yes  No Phone # \_\_\_\_\_

**AUTHORIZATION TO PAY BENEFITS TO PHYSICIAN:**

I hereby assign payment directly to the Physician for the Surgical and/or Medical benefits, if any, otherwise payable to me for services as described but not to exceed my indebtedness to Physician for those services. **I understand I'm financially responsible for charges not covered by my insurance.** I further authorize:

**AUTHORIZATION TO RELEASE INFORMATION:**

I hereby authorize the Physician to release any information acquired in the course of my examination or treatment to my referring physician and/or to my insurance carrier information needed to determine benefits.

**I further agree that all information submitted is true, correct and complete as of the date of my signature.**

**X** \_\_\_\_\_ Date \_\_\_\_\_  
 SIGNATURE OF PATIENT OR PARENT IF MINOR

**Please present your insurance card(s) and a photo ID to the receptionist along with completed form(s). Thank you.**

Patient's Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Reason for visit: \_\_\_\_\_

Please check if you or your family had/has any of the following: If no symptoms, check None

Please Indicate: (M) Mother (F) Father (B) Brother (S) Sister

MED HX

ROS

SKIN HX

Table with 3 columns: PROBLEM, SELF, Family Member. Rows include Anxiety, Asthma, Arthritis, Atrial Fibrillation, Cancer Type, COPD, Coronary Artery Disease, Depression, Diabetes, GERD, Hearing Loss, Hepatitis, HIV/AIDS, High Blood Pressure, High Cholesterol, Hypothyroidism, Lymphoma, Seizures, Strokes.

Table with 3 columns: PROBLEM, SELF, Family Member. Rows include Pregnant or Nursing, Artificial Heart Valve, Defibrillator, Dry Crusty Nose, Dry Eyes or Blurry Vision, Easy Bleeding or Bruising, Fever or Chills, GI Upset & Antibiotics, Immunosuppression, Muscle Weakness, New Tender Pimples, Night Sweats, Pacemaker, Painful Joints, Pimples on Back of Neck, Problems Healing, Scarring Problems, Weight Gain or Loss, Tanning Bed Use.

Table with 3 columns: PROBLEM, SELF, Family Member. Rows include Acne, Actinic Keratosis, Basal Cell Carcinoma, Squamous Cell Carcinoma, Melanoma, Blistering Sunburns, Dry Skin, Eczema, Flaking or Itchy Scalp, Hay Fever / Allergies, Poison Ivy, Precancerous Moles, Psoriasis, Herpes Simplex (Cold sores), Herpes Zoster (Shingles), Other, Other, Other, Other.

Family or personal history of melanoma skin cancer (in a 1st degree relative)  Yes  No If yes, who \_\_\_\_\_

Please list all previous surgeries and dates:

Table with 6 columns: Surgery, Date, Surgery, Date, Surgery, Date. Rows 1-6 for listing previous surgeries.

Please list all medications (include birth control, over the counter and herbal medications you routinely take: or provide list:

Table with 6 columns: Medication / Amount, Dosage, Medication / Amount, Dosage, Medication / Amount, Dosage. Rows 1-6 for listing medications.

Preferred Pharmacy \_\_\_\_\_ Phone \_\_\_\_\_

Allergic to Latex, Lidocaine or Epinephrine?  Yes  No If yes, list here: \_\_\_\_\_

Are you allergic to any medications?  Yes  No If yes, list here with reaction: \_\_\_\_\_

Have you had a flu vaccine?  Yes  No When? \_\_\_\_\_ Have you had a pneumonia vaccine?  Yes  No When? \_\_\_\_\_

Do you smoke?  Yes  No Former Smoker?  Yes  No

ACKNOWLEDGMENT OF RECEIPT OF NOTICE OF PRIVACY PRACTICES

I may refuse to sign this acknowledgement.

I have received a copy of Jeff Alexander, MD, PC Notice of Privacy Practices.

Date \_\_\_\_\_

X \_\_\_\_\_ Signature Please Print Name

OFFICE USE ONLY We attempted to obtain written acknowledgment of receipt of our Notice of Privacy Practices, but acknowledgment could not be obtained because:

- Individual Refused to Sign
 Communications barriers prohibited the acknowledgment
 An emergency situation prevented us from obtaining acknowledgment
 Other: \_\_\_\_\_