## **REGISTRATION FORM**

Ventura County Urology Medical Group (805) 653-1533 CEDRIC B. EMERY, M.D.

Name of Patient	ast	Initial	First	
Addressstreet	City		State	Zip
Phone	Cell Phone	Da	te of Birth	Age
DL#	Soc. Sec. #	Marita	Status	Sex
Occupation	Employer			Phone
Employer's Address	Street	City		State Zip
	Succe	City		State 2-p
Primary Insurance Co		I.D. #		Group #
Name of Insured			Date of Birth	
Secondary Insurance Co.	·	I.D.#		Group #
Name of Insured			Date of Birth	
Employer		Soc. Sec. #		
Emergency Contact		Relation	nship to Patient	
Address				
			Soc. Sec. #	
Employer			Phone	
Referred by		Address		
Family Physician		Address		
Other Physician		Address		
	CES RENDERED ARE CHARGED RIER PAYMENTS, HOWEVER, TH			
	STOMARY TO PAY FOR SERVICE:			
IN ADVANCE WITH OUR OF	FICE BOOKKEEPER.			
	ORIZATION AND ASSIGI			
Name of Policy Holder _				
	d Medicare/Other Insurance company bene rtaining to Medicare assignment of benefits		y Urology for any services	furnished me by that party who accepts
I authorize Ventura County Urology to	release to Medicare or other insurance com be used in place of the original, and request	pany any information needed for		
I understand it is mandatory to notify U.S.C. 3801-3812 provides penalties fo	the health care provider of any other party vor withholding this information.)	who may be responsible for payir	ng for my treatment. (Section	on 1128B of the Social Security Act and 31
PATIENT'S SIGNATURE _			DATE	

## PATIENT CONSENT TO CREDIT CHARGES

I,	, autho	rize <b>Ventura C</b> o	ounty Urology
I,			
insurance company. I unders			<b>-</b> /
make TWO ATTEMPTS ON			
time I will be given the oppo	•	-	
my credit card will be charge			to make sure my
daytime telephone numbers g	given to the office are corr	<u>ect</u> .	
I assign my insurance benefit valid unless I cancel the auth	-		
Cardholder Signature:		Date:	
Patient Name:			
Cardholder Name, as appears	on card:		
Cardholder Address:			
City:	State:	Zip:	
O Visa O Mastercard	O American Express	O Discover	O Debit Card
Credit Card Number:			
3 digit or Amex 4- digit #:	Ex	piration Date:	

## **CREDIT CARD ON FILE NOTICE**

To all of our new and established patients:

As you know, if you have ever checked into a hotel or rented a car, the first thing you are asked for is a credit card, which we all expect to give, which is later used to pay the hotel or rental car bill.

We have implemented a similar policy. You will be asked to sign a credit card form at the time you check in. This information will be held securely until your insurance has paid their portion and notified us of the amount of your share of the claim. At that time, any remaining balance owed by you will be charged to your credit card, and a copy of the charge mailed to you. You will receive a call from our office letting you know that we are going to charge your credit card and the amount to be charged. At that time, you will be given the opportunity to send us a check, if you prefer, for your balance due. You should have also received an explanation of medical benefits from your insurance company and should already be aware there is apportion of the fee that is your responsibility, so the charge will not come as a surprise to you.

This will be an advantage to you, if you do prefer not to mail us checks. It will be an advantage to us as well since it will greatly reduce the number of statements that we have to generate and send out. The combination will benefit everyone in helping to keep the cost of healthcare down.

This will not compromise your ability to dispute a charge or question your insurance company's determination of payment

Co-pays, coinsurance and any deductible due at the time of your visit will, of course, still be due at the time of visit, before you see the Doctor, Physician's Assistant or other medical professional.

As a consumer of a product, healthcare is like any other; you are purchasing an "item;" in this case, healthcare, and as with any other consumer purchase, you would expect to pay at the time you purchase the service or merchandise.

Thank you for your cooperation and understanding regarding our new office policy. If you have any questions about this payment method, do not hesitate to ask us.

Sincerely,

Cedric B. Emery, M.D.

### FINANCIAL POLICY

All patient responsibility amounts, <u>including Deductibles</u>, <u>Co-Payments and Patient Percentages are due at the time of service</u>. This also includes any amounts due prior to <u>surgery</u>. A credit card form will be kept on all patients.

We will bill your insurance company for you whether by contractual agreement or by courtesy for services rendered. If we should bill for a service to an Insurance Company that we are not contracted with and the payment goes to you, then we do expect that your payment be sent to us immediately upon receiving your insurance payment. If your payment is not sent to us. then your credit card on file will be billed. (If the patient overpays, a full refund will be issued to them.)

Patients covered by <u>Medicare only</u> will be expected to pay their 20% portion at the time of their appointment or we can use their credit card on file. <u>Medicare's 2016 deductible is \$166.00</u> which will need to be met before Medicare will pay your claims.

This office accepts payments in the form of Cash, MasterCard, Visa, American Express, Discover, Debit cards and checks. There will be a \$40.00 charge on all returned checks.

We will do our best to call and check on your eligibility and benefits, but ultimately, it is the responsibility of the patient to understand their own eligibility and benefits at the time of service. PLEASE KNOW AND UNDERSTAND YOUR INSURANCE.

We ask that if we do have to send you a statement, that you pay your balance on that first statement. There will be a monthly \$5.00 re-bill charge on all balances that need to be billed again. (Unless a payment arrangement has been made.) There is also a 1.5% interest rate on all patient account balances past 30 days. If your account should fall delinquent and have to be sent to our collection agency, there is a 40% collection fee added. This amount is the fee the collection agency charges us, and we feel that this should be the responsibility of the patient, not the Physician. Thank you for your cooperation and understanding.

<u>I have read, understand and agree to abide by the Financial and Credit Card Policies for Ventura County Urology Medical Group.</u>

Patient/Insured (Printed Name):	
Patient/Insured (Printed Name):	Date:

### ASSIGNMENT OF BENEFITS

#### Financial Responsibility

I understand that insurance billing is a service provided as a courtesy and that I am at all times financially responsible to the office of Ventura County Urology for any charges not covered by my health care benefits. It is my responsibility to notify the office of any changes in my health care coverage. In some cases, exact insurance benefits cannot be determined until the insurance company receives the actual claim. I realize that I am fully responsible for any claim or portion of claim that is not paid. I understand that by signing this form, I am accepting financial responsibility, as explained above, for all payments due for medical services and/or supplies received.

#### **Assignment of Benefits**

I authorize direct remittance of payment of all insurance benefits, including Medicare/if I am a Medicare beneficiary, to Ventura County Urology Medical Group for all covered medical services and/or supplies provided to me during all courses of my treatment and care. I understand and agree that this Assignment of Benefits will have continuing effect for so long as I am being treated or cared for by Ventura County Urology Medical Group and will constitute a continuing authorization, maintained on file at this office, which will authorize and allow for direct payment to Ventura County Urology Medical Group of all applicable and eligible insurance benefits for all subsequent and continuing treatment, services, supplies, and/or care provided to me by Ventura County Urology Medical Group.

#### **Authorization to Release Information**

I authorize the release of my medical or any other information to the Center for Medicare Service, my insurance carriers or other entity necessary to determine insurance benefits payable for related medical services and/or supplies provided to me by Ventura County Urology Medical Group. A copy of this authorization will be sent to Center for Medicare Service, my insurance carrier, or other medical entity, if requested. The original authorization will be kept on file by the office of Ventura County Urology Medical Group.

Patient/Insured (Printed Name):	
Patient/Insured (Printed Name):	Date:

## Ventura County Urology Medical Group NOTICE OF PRIVACY PRACTICES

- This notice describes how your health information may be used and disclosed and how you can access this information. Please review it carefully.
- At Ventura County Urology, we have always kept your health information secure and confidential. A new law
  requires us to continue maintaining your privacy, to give you this notice and to follow the terms of this notice.
- The law permits us to use or disclose your health information to those involved in your treatment. For example, a review of your file by another physician we may involve in your care.
- We may use or disclose your health information for payment of your services. For example, we may send a report of your progress to your insurance company.
- We may use or disclose your health information for our normal healthcare operations. For example, one of our staff will enter your information into our computer.
- We may share your medical information with our business associates, such as a billing service. We have a written contract with each business associate that requires them to protect your privacy.
- We may use your information to contact you. For example, we may call to confirm your appointments. If you are not at home, we may leave this information on your answering machine or with the person who answers the phone.
- In an emergency, we may disclose your health information to a family member or another person responsible for your care.
- We may release some or all of your health information when required by law.
- If this practice is sold, your information will become the property of the new owner.
- Except as described above, this practice will not use or disclose your health information without your prior written authorization.
- You may request in writing that we not use or disclose your health information as described above. We will let you know if we can fulfill your request.
- You have the right to know of any uses or disclosures we make with your health information beyond the above normal uses.
- As we will need to contact you from time to time, we will use whatever address or telephone number you prefer.
- You have the right to transfer copies of your health information to another practice. We will mail your files for you.
- You have the right to see and receive a copy of your health information, with a few exceptions. Give us a written request regarding the information you want to see. If you also want a copy of your records, we may charge you a reasonable fee for the copies.
- You have the right to request an amendment to your health information. Give us your request to make changes in
  writing. If you wish to include a statement in your file, please give it to us in writing. We will include your
  statement in your file. If we agree to an amendment, we will not remove or alter earlier documents, but will add
  new information.
- You have the right to receive a copy of this notice.
- If we change any of the details of this notice, we will notify you of the changes in writing.
- You may file a complaint regarding your personal health information with the Department of Health and Human Services, 200 Independence Avenue, S.W., Room 509F, Washington, DC 20201. You will not be retaliated against for filing a complaint.
- However, before filing a complaint, or for more information or assistance regarding your health information privacy, please contact our Privacy Officer, Lynn Schettler, at (805) 653-1533.
- This notice goes into effect as of April 14,2003.

#### **ACKNOWLEDGEMENT**

I have received a copy of Ventura County Urology Medical Group I	Notice of Privacy Practices	
Patient/Insured (Printed Name):	Date:	
If signing as a parent or guardian, please note name of patient:		

Have you seen blood in	the urine?	None	Yes	No	In Urinalysis	only	
If yes, what color was th	e urine? (bright re	ed, pink, et cete	era)				
When was blood first se	en in the urine? _				·		
Did you see clots?	Yes <b>N</b> o	If yes, we	ere the clots s	stringy?	YesNo	•	
Do you smoke?	YesNo	# of packs a	day?	If you quit,	now many years	did you smoke	?
Have you had exposure	to chemicals or se	econd-hand sm	noke?				
How many times do you	urinate during the	day?					
How many times do you	urinate at nighttim	ne?					
How would you describe	your urinary strea	am? (Circle all	that apply)				
Weak Stop-Sta	rt Dribl	oles	Split	Spraying	Hesitatio	n to start	I Cannot Urinat
Does the bladder feel en	npty after urinating	ı?	Yes	No			
Do you have pain?	Yes I	No If yes	s, where is the	e pain?			
When did the pain begin	?						
Have you had a Urinary	Tract Infection in t	he past?	Yes	No _	Not Sure		
		o2	Vac	NI- N	lot Sure		
lf yes, did you also have	a fever at that tim	e:	_ res	_ NO N	ot outo		
						ure	
If yes, did you also have If you are male, have you f yes, were you treated v	ı had Prostatitis in	the past?		Yes No	Not Su	ure	
If you are male, have you	u had Prostatitis in with antibiotics?	the past?Y	\ 'es N	Yes Not	Not Su	ure	
If you are male, have you f yes, were you treated v Do you now have fever?	u had Prostatitis in with antibiotics? Yes	the past? Y	/es N Not Sure	Yes Not	Not SuSure		?
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#### SURGICAL HISTORY

Please CIRCLE if you have had any of the following surgeries and provide the date of surgery:

Angioplasty
Aortic Aneurysm Repair
CABG
Carotid Artery Surgery
Heart Surgery

Cardiovascular

Heart Surgery (Stents) Heart Transplant Pacemaker Insertion Vein Stripping

**General** 

Brain Surgery
Laminectomy Lymphatic
Node Dissection
Parathyroidectomy
Pilonidal Cyst Incision Skin

Grafting

GI Appendectomy Bariatric Surgery Bowel Resection Cholecystectomy Colon Resection

EGD EGD/Dilation Esophagus Fissurectomy

Fissurectomy
Gastric Surgery
Hemorrhoidectomy

lleostomy

Other:

Other:

Laparoscopy Liver Surgery Liver Transplant Lumpectomy of Breast Lysis Adhesions Nissen Fundoplication

Splenectomy Stomach Surgery Umbilical Hernia Ventral Hernia

Repair

<u>GU</u>

Bladder Surgery Biopsy Prostate Brachytherapy Circumcision Contigen Cystoscopy

Cystoscopy-Dilation Cystoscopy-Retrograde Cystoscopy-Stent Cysto-TUR Figuration

Durasphere Epididymectomy

**ESWL** 

Herniorrhaphy Hydrocelectomy Ileal conduit

Indigo Laser Surgery Inguinal Herniorrhaphy

Interstim Kidney Stone Laser Lithotripsy Meatotomy

Needle Biopsy Prostate

Nephrectomy
Nephrolithotomy
Orchiectomy
Orchiectomy
Penile Implant
Penectomy
Penile Surgery
Pyeloplasty

Radical Prostatectomy Renal Transplant Spermatocelectomy TUMT Prostate TUNA Prostate

TURBT

TUR Prostate Ureteroscopy Variocelectomy Vasectomy VLAP

**HEENT** 

Cataract Surgery Corneal Surgery Ear Surgery Eye Surgery Facial Surgery Mastoid Surgery Nasal Surgery PEG PE Tubes Septoplasty Sinus Surgery Tonsil Surgery Thyroid Surgery TMJ Surgery

Musculoskeletal

Amputation Arthroscopic Knee

Surgery

Back Surgery
Carpal Tunnel Surgery
Cervical Spine Surgery
Disc Surgery
Foot Surgery
Hand Surgery
Hip Surgery
Knee Surgery
Leg Surgery
Rotator Cuff Surgery
ShoulderSurgery

Respiratory
Lung Surgery

Skin

Basal Cell Carcinoma Melanoma Squamous Cell Carcinoma

#### **FAMILY HISTORY**

(Mother, Father, Siblings, Grandmother, Grandfather, Uncle, Aunt)

Arthritis	Leukemia
Bed wetting	Malignant Melanoma
Bladder Cancer	Multiple Sclerosis
Cancer (site unknown)	Laryngeal Cancer
Crohn's Disease	Pancreatic Cancer
Depression	Prostate Cancer Stroke
Diabetes	Thyroid Disease
Gout	Tuberculosis
Heart Attack	_
Hypertension	_
Kidney Cancer	_
Kidney Disease	_

Name:	Date:

#### **PAST MEDICAL HISTORY**

Please CIRCLE if you have or have had any of the following diseases or conditions:

#### Cardiovascular

Anemia Angina Anorexia

Aortic Aneurysm Aortic Regurgitation Aortic Stenosis Arrhythmia Atrial Fibrillation Bleeding Disorder

Cardiomyopathy Cerebrovascular Disease

Claudication Congenital Heart

Disease

Congestive Heart Failure Coronary Artery Disease

Deep Vein Thrombosis

Endocarditis **Enlarged Heart** Heart Attack Heart Block Heart Disease Heart Murmur Heart Valve Problem

Hemophilia

Hypertension Leukemia

Mitral Insufficiency Mitral Stenosis Mitral Valve Prolapse Rheumatic Fever Sickle Cell Anemia

Stroke

Thrombophlebitis Varicose Veins Ventricular Arrhythmia

#### Endocrine/Metabolic

Diabetes Mellitus, noninsulin dependent Diabetes Mellitus, insulin dependent Diabetes Mellitus. uncontrolled Goiter Gout Hyperthyroidism Hypothyroidism

#### General

Allergies Electrical Injury Exposure to Chemicals Hepatitis A Hepatitis B Hepatitis C

Hypercholesterolemia Hyperlipidemia

Infectious Disease Lipid Disorder Malaise Obesity Paget's Disease

PCO Raynaud's Syndrome

Sleep Apnea

#### <u>Gi</u>

**PCKD** 

Cholecystitis Cholelithiasis Chronic Liver Disease Colitis Constipation Colon Condition Crohn's Disease Diarrhea Diverticulitis

Diverticulosis **GERD** Hemorrhoids Hepatitis Hiatal Hernia Inflammatory Bowel

Disease

Liver Disease/Failure

**Pancreatitis** 

Peptic Ulcer (Duodenal)

Rectal Fissure Stomach Ulcer Ulcerative Colitis

#### GU **AIDS**

Bladder Outlet Obstruction Bladder Stone Bladder Infection Chronic Renal Disease Chronic Renal Insufficiency Chronic Renal Failure Crossed Fused Ectopia Hematuria Impotence of Organic

Origin Interstitial Cystitis Irradiation Therapy Kidnev Cancer Kidnev Disease Kidney Infection Kidnev Stones Libido Decreased

Nephrolithiasis Nephrotic Syndrome Neurogenic

Bladder Orchitis

Polycystic Disease Polycystic Kidney Disease Prostate Cancer Radiation or Nuclear Exposure Recurrent UTI Renal Cell Cancer Renal Failure Renal Insufficiency Testicular Cancer Transplant Recipient Transitional

Penile Discharge

Cell CA Bladder Transitional Celi CA Ureter

**Undescended Testicle** (Birth)

Urinary Tract Infection Venereal Disease

#### GYN/OB

Breast Cancer Breast Disease Endometriosis Menopause Menstrual Problems Osteoporosis Ovarian Cancer Uterine Fibroids

#### **HEENT**

Blindness Cataracts **Deviated Septum** Deafness Ear Infections Glaucoma Hay Fever Menniere's Mumps Sinusitis Tinnitis Vertigo

#### <u>Musculoskeletal</u>

Arthritis Back Pain Carpal Tunnel Syndrome Claudication Fibromyalgia Mortons Neuroma

#### Neuroloaical/Psvcholo qical

ADD ADHD Alcoholism

Anxietv Bi-polar Disorder Chronic Fatigue Syndrome Depression Eating Disorder Epilepsy Herniated Disc Mental Illness Migraine Multiple Sclerosis Nervous Breakdown Organic Brain Syndrome Parkinson's Polio Seizures Spinal Cord Injury

Alzheimer's Disease

#### Respiratory

Suicide Attempt

Stroke

Asthma **Bronchitis** Chronic Lung Disease COPD Emphysema Lung Disease Pneumonia Pulmonary Embolism **Tuberculosis** 

#### **Tumors**

Brain Cell Carcinoma Brain Tumor Breast Cancer Cervical Cancer Colon Cancer Fibrocystic Breast Disease Gastric Cancer Laryngeal Cancer Lung Cancer Lymphoma Melanoma Ovarian Cancer Pancreatic Cancer Rectal Cancer Rectal Cancer Rectal Cell Cancer Sarcoidosis Testicular Cancer Transitional Cell CA Bladder Transitional Cell CA Ureter Uterine CA

Other: \_\_\_

l obacco per day:			
NoneYes # P	acks/day Cig	jarettes/day	Smokeless Tobacco
If you previously stopped, when?_	<u>+</u>		
Recreational Drugs: None	If yes, please list	:	
Caffeinated beverages: None	Low	Moderate	Excessive
Recent Foreign Travel: None	Americas'		World-wide

#### **REVIEW OF SYSTEMS:** (CIRCLE all symptoms that you now have.)

#### Constitutional

Appetite Changes
Anorexia
Aches and Pains
Chills
Easy Bruising
Fever
Fatigue
Generalized Weakness
Insomnia
Night Sweats
Sleep Apnea
Swollen Glands
Weight Gain
Weight Loss

#### **Eves**

Blind Blurred Vision Double Vision Glaucoma Worsening Eyesight

#### Alleraic/Immunologic

Animal Allergies
Drug Allergies
Environmental
Allergies Food
Allergies Seasonal
Allergies

#### Neurological

Balance Problems
Disoriented
Dizzy Spells
Headache
Lack of Alertness
Leg or Arm Weakness
Memory Loss
Numbness/Tingling

Stroke Speech Problems Tremors

#### **Endocrine**

Diabetes Excessive thirst Pituitary Disease Thyroid Disease Tired/Sluggish Too Hot/Cold

#### Gastrointestinal

Abdominal Pain
Acid Reflux
Bloody Stools
Change in Bowel
Habits
Constipation
Diarrhea
Hemorrhoids
Indigestion/heartburn
Nausea/vomiting
Rectal Bleeding

#### Cardiovascular

Chest Pain/Angina
Shortness of Breath
Edema Heart Attack
Heart Failure Heart
Murmur High Blood
Pressure Irregular
Heart Beat Atrial
fibrillation Mitral Valve
Prolapse Orthopnea
Pain/Cramps
Hips/Legs w/exercise
Palpitations

Skipped Heart Beats Swelling

### **Musculoskeletal**

Arthritis
Back Pain
Gout
Joint Pain
Muscle Cramps
Muscle Weakness
Neck Pain/Stiffness

#### Ear/Nose/Throat

Ear Infection
Sinus Problem
Sore Throat

#### Genitourinary

Back Pain Bedwetting Blood in Urine Dribblina Burning on Urination Erection Problems Flank Pain Hematuria Hesitancy Kidney Failure Kidney Infections Kidnev Stones Leak after voiding Nocturia **Nocturnal Enuresis** Not Emptying Painful Ejaculation Stones Suprapubic Pain Urgency Urinary Frequency

Urinary Hesitancy

Urinary Incontinence Urinary Tract Infections Urine retention Urologic Cancer Urologic Surgery Vaginal Bleeding Vaginal Discharge/Problems Weak Stream

#### Respiratory

Asthma
Emphysema-Bronchitis
Environmental
Allergies
Frequent Cough
Pneumonia
Shortness of breath
Tuberculosis
Wheezing

## Hematological/Lvmp hatic

Swollen Glands Blood clotting problem Bleeding Problem Hepatitis HIV (AIDS) Sickle Cell

#### **Psychological**

Anxiety
Depressed
Generally satisfied
with life

Other:		

### **VENTURA COUNTY UROLOGY MEDICAL GROUP**

## 2807 LOMA VISTA ROAD STE 101 VENTURA, CALIFORNIA 93003

PHONE: 805 653-1533 / FAX: 805 653-1530 CEDRIC B. EMERY, MD.

Name:	Date:	_		
Referring Doctor:	Family Doctor:			
By what method did you choose our practice.	ctice?			
Referring Physician Friend_	Yellow PagesInsurance Company _ Other			
Why are you seeing the doctor today?				
How long have you had this problem? _				
What improves or worsens the problem	/pain?	_		
Are there any symptoms that go along	with the problem/pain?			
Is the problem/pain continuous or does	it come and go?			
Describe the pain /symptom (sharp/dul	II, constant/intermittent, et cetera)			
Have you tried any medicine/treatment	for this problem/pain?	_ _		
<del></del>	ALL medications you are currently taking including over			
Strength:				
Directions/How you take it:				
Attach list if necessary:				
Pharmacy Name:	Phone #::			
ALLERGIES - Please list ALL types (Drug	g, seasonal, pets, environmental foods):			

### **SOCIAL HISTORY**

Marital Status	: Please indicat	te years				
Single _	Married	Separated_	Divorced _	Widowed _	_ Life Partner	Common Law
Spouse:						
Dependants:	Please indicat	e # of each, if	you have:			
Sons	_ Daughters	_ Stepchildrer	Adopte	dFoster	Parents _	Grandparents
Occupation: P	Please circle on	e:				
None, Labore	er, Truck Drive	r, Tradesman,	Clerk, Admir	nistrative, Exe	ecutive, Profes	sional, Part-Time
Retired, Othe	r:					
Alcohol Consu	ımption:					
None	_ Yes Occas	ional/Social	# of drin	ks per day		