

## Eastern Shore Children's Clinic - Patient Information

Child's Last Name \_\_\_\_\_ Child's First Name \_\_\_\_\_ Child's Middle Initial \_\_\_\_\_  
Child's Date of Birth \_\_\_\_\_ Child's Sex (circle): M | F Child's SSN \_\_\_\_\_  
Address/City/State/Zip \_\_\_\_\_  
Primary Phone \_\_\_\_\_ Day Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Email address \_\_\_\_\_ Will you accept e-mail notifications (circle): Yes | No  
Emergency Contact \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_  
Language (circle): English | Spanish | French | Other \_\_\_\_\_  
Ethnicity (circle): Hispanic/Latino or Non-Hispanic/Non-Latino  
Race (circle): American Indian/Alaskan | Asian | Black/African American | White | Other \_\_\_\_\_  
Parent's Marital Status (circle): Married | Divorced | Single | Widowed  
Child Lives With (circle one): Both Parents | Mother | Father | Other \_\_\_\_\_

### Mother's Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_  
Social Security # \_\_\_\_\_ Birth Date \_\_\_\_\_ Drivers License # \_\_\_\_\_  
Address/City/State/Zip \_\_\_\_\_  
Email \_\_\_\_\_ Will you accept e-mail notifications (circle): Yes | No  
Employer \_\_\_\_\_ Occupation \_\_\_\_\_  
Primary Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
Cell Phone \_\_\_\_\_ Reminder Calls (Circle): Home | Work | Cell | Text Cell

### Father's Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_  
Social Security # \_\_\_\_\_ Birth Date \_\_\_\_\_ Drivers License # \_\_\_\_\_  
Address/City/State/Zip \_\_\_\_\_  
Email \_\_\_\_\_ Will you accept e-mail notifications (circle): Yes | No  
Employer \_\_\_\_\_ Occupation \_\_\_\_\_  
Primary Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
Cell Phone \_\_\_\_\_ Reminder Calls (Circle): Home | Work | Cell | Text Cell

### Insurance Information

Subscriber's Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_  
Sex (circle): Male | Female Date of Birth \_\_\_\_\_ Relationship to Subscriber \_\_\_\_\_  
Insurance Company \_\_\_\_\_ Policy Number \_\_\_\_\_ Group # \_\_\_\_\_  
Co-pay Amount \_\_\_\_\_ Secondary Insurance? Yes | No

### Pharmacy Information

Preferred Pharmacy \_\_\_\_\_ Pharmacy phone number \_\_\_\_\_

### Family Information

Sisters (Full Name)	Date of Birth	Brothers (Full Name)	Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signed \_\_\_\_\_ Date \_\_\_\_\_ Relationship to the Child \_\_\_\_\_  
What was the reason you chose our practice? \_\_\_\_\_

# Eastern Shore Children's Clinic

## Past, Family and Social History

Child's Name \_\_\_\_\_ Today's Date \_\_\_\_\_

### Birth Information

Hospital \_\_\_\_\_ City \_\_\_\_\_ Obstetrician \_\_\_\_\_  
Birth Weight \_\_\_\_\_ Birth Length \_\_\_\_\_ Type of Feeding \_\_\_\_\_  
Gestational Age \_\_\_\_\_ Jaundice requiring treatment \_\_\_\_\_  
Complications of Pregnancy, Labor or Delivery (describe) \_\_\_\_\_  
\_\_\_\_\_

### Past History

Medications \_\_\_\_\_  
\_\_\_\_\_

Allergies (list reaction) \_\_\_\_\_  
\_\_\_\_\_

Surgeries \_\_\_\_\_  
\_\_\_\_\_

Hospitalizations (date and reason) \_\_\_\_\_  
\_\_\_\_\_

Illnesses (detail positives)

ADD/ADHD _____	Heart Disease _____
Anemia _____	Thyroid Problems _____
Asthma _____	School Problems _____
Bleeding Problems _____	Sinus Problems _____
Depression _____	Seizures _____
Diabetes _____	Other _____
Ear Infections _____	_____
Eczema _____	_____

### Family History

Note family members having the following diseases with these codes: N-none, F-father, M-mother, S-sibling, GP-grandparent, O-other.

_____ ADD	_____ Cancer	_____ Foster Care
_____ Alcohol/Drug Abuse	_____ Cholesterol Problem	_____ Heart Disease
_____ Anemia	_____ Depression	_____ Tuberculosis
_____ Anxiety	_____ Developmental Delay	_____ Stroke
_____ Asthma	_____ Diabetes	
_____ Bleeding/Clotting Disorder		
_____ Birth Defect (explain) _____		

### Social History

Who does child live with? \_\_\_\_\_

Does the child attend daycare? \_\_\_yes \_\_\_no

If child is age 13 or older, does child smoke? \_\_\_yes \_\_\_no

Are there smokers in the household? \_\_\_yes \_\_\_no

Do you have pets? \_\_\_yes \_\_\_no; If yes, what type \_\_\_\_\_

**Eastern Shore Children's Clinic - PHI**

**Patient #(s):** \_\_\_\_\_

With my consent, Eastern Shore Children's Clinic may use and disclose protected health information (PHI) about me to carryout treatment, payment and health operations (TPO). Please refer to Eastern Shore Children's Clinic's Notice of Privacy Practices for a more complete description of such uses and disclosures.

I have the right to review the Notice of Privacy Practices prior to signing this consent. Eastern Shore Children's Clinic reserves the right to revise its Notice of Privacy Practices at any time. A revised Notice of Privacy may be obtained by forwarding a written request to Eastern Shore Children's Clinic Privacy Officer at 150 South Ingleside St., #7 Medical Park, Fairhope, AL 36532.

With my consent, Eastern Shore Children's Clinic and/or their forwarding collection agency, may call my home or other designated location(s) and leave a message or voice mail, or in person in reference to any items that assists the practice in carrying out TPO, such as appointment reminders, insurance items, delinquent balances and any call pertaining to my clinical care, including laboratory results among others.

With my consent, Eastern Shore Children's Clinic may mail to my home or other designated location any items that assists the practice in carrying out TPO, such as appointment cards and patient statements. I have the right to request that Eastern Shore Children's Clinic restrict how it uses or discloses my PHI to carry out TPO. However the practice is not required to agree to my requested restrictions, but if it does, it is bound by agreement. By signing this form, I am consenting to Eastern Shore Children's Clinic's use and disclosure of my PHI to carry out TPO.

With my consent financial and medical information, as well as being allowed to accompany my child to the office for a physician visit will only be given to the persons below identifying themselves as one of the following:

_____	Relationship: _____
_____	Relationship: _____
_____	Relationship: _____
_____	Relationship: _____

**\*\*\*\*\*Availability of Records to Both Parents (AL ST § 30-3-154)**

**AL ST § 30-3-154**

*Unless otherwise prohibited by court order or statute, all records and information pertaining to the child, including, but not limited to medical, physiological, dental, scholastic, athletic, extracurricular, and law enforcement, shall be equally available to both parents in all types of custody arrangements.*

Please be aware that ALL information will be available to BOTH parents regardless of custody arrangement unless legal documentation is presented to Eastern Shore Children's Clinic revoking all parental rights.

In signing this agreement I realize that Alabama state law considers my child an adult at age fourteen (14) regarding medical decisions. When my child reaches age fourteen (14) we must have your child sign a document giving permission for access of records.

I may revoke my consent in writing except to the extent that the practice has already made disclosures in reliance upon my prior consent. If I do not sign this consent, Eastern Shore Children's Clinic may decline to provide treatment to me.

I have been made aware of the Notice of Privacy Practices for Eastern Shore Children's Clinic. I understand that I may receive a complete copy of the Notice of Privacy Practices upon request.

I have been made aware that Eastern Shore Children's Clinic provides care for patients under the age of 19. I understand that once a patient reaches the age of 19 it is the responsibility of the patient to find another healthcare provider.

_____	_____	_____
<i>Signature of Patient/Legal Guardian</i>	<i>Date</i>	<i>Printed name of Patient/Legal Guardian</i>

_____	_____
<i>Patient's Name</i>	<i>Date of Birth</i>

_____	_____
<i>Patient's Name</i>	<i>Date of Birth</i>

_____	_____
<i>Patient's Name</i>	<i>Date of Birth</i>

## **EASTERN SHORE CHILDREN'S CLINIC FINANCIAL POLICY**

We here at Eastern Shore Children's Clinic (ESCC) are doing everything possible to hold down the cost of medical care. You can help a great deal by eliminating the need for us to bill you. The following is a summary of our financial policy.

### **ALL PAYMENT IS EXPECTED AT THE TIME OF SERVICE**

Payment is expected at the time services are rendered unless other arrangements have been made in advance. I understand that I am responsible for any unpaid balance, copayments, coinsurance, deductibles and non-covered charges and unconditionally guarantee payment in full to ESCC for all treatment and services rendered to the patient. Failure to pay copayments on the service date may result in an additional fee. ESCC accepts cash, checks, debit cards, VISA, MasterCard, American Express, and Discover. There is a service charge for returned checks and we reserve the right to make your account a "cash only" account for future visits.

Patients with an outstanding balance are asked to pay their balance in full at time of receipt of their statement. We do realize that patients may have financial difficulty. Therefore, we advise you to call our Billing Coordinator, at 928-0624, extension 233, Tuesday through Friday between 9:00 a.m. and 4:00 p.m. to discuss your account.

### **INSURANCE**

We bill participating insurance companies as a courtesy to you (*this includes Commercial Insurance, Group Insurance, and Medicaid*). You are expected to be familiar with what your copayment amounts are, what your yearly deductible is, what your insurance does or does not cover, etc. There are too many plans within plans for us to be able to know them all. Your employer provides numbers for you to call to ask these questions. When we check for eligibility at the time of your appointment and your insurance shows ineligible, you are responsible for the entire bill at the time of service.

### **MISSED APPOINTMENTS / LATE CANCELLATIONS**

**Cancellations should be made no later than 4 hours prior to your scheduled appointment time. Appointments not cancelled at least 4 hours prior will be considered "no-shows". Arriving more than 15 minutes late for an appointment will also be considered a no-show. No-show appointments represent a cost to us, to you, and to other patients that could have been seen at the time set aside for you. We reserve the right to bill you \$25.00 for each no-show. This fee will be your responsibility and will not be billed to your insurance company. After three (3) no-shows we reserve the right to dismiss your family from our practice.**

I have read and understand the ESCC Financial Policy. I agree to assign insurance benefits to ESCC whenever necessary. I also agree that if it becomes necessary to forward my account to a collection agency, in addition to the amount owed, I also will be responsible for the 33% fee charged by the collection agency on the total balance owed.

Signature of Insured or Authorized Representative: \_\_\_\_\_

Printed Name of Insured or Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_