

*Affiliates in Plastic Surgery*  
PATIENT REGISTRATION FORM

Patient's Full Name: \_\_\_\_\_

Preferred Phone Number (home  cell  work): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Preferred method of communication:  Email  Telephone

Address: \_\_\_\_\_ Apt.# \_\_\_\_\_

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

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Social Security # (optional): \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Reason for consultation? \_\_\_\_\_

Who referred you to our practice? \_\_\_\_\_

Pharmacy Name: \_\_\_\_\_ Pharmacy Phone: \_\_\_\_\_

Pharmacy Address: \_\_\_\_\_

**INSURANCE INFORMATION**

Primary Insurance: \_\_\_\_\_ Secondary Insurance: \_\_\_\_\_

Patient is Subscriber/ Policy Holder:  Y  N      Patient is Subscriber/Policy Holder:  Y  N

**INSURED INFORMATION (if other than patient) – We will request to scan your ID and insurance card**

Subscriber/ Policy Holder: \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

**HIPAA ACKNOWLEDGEMENT**

**I understand a copy of the HIPAA privacy practice is available to me upon request.**

Name(s): \_\_\_\_\_ Relationship to Patient: \_\_\_\_\_

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

# *Affiliates in Plastic Surgery*

## MEDICAL HISTORY

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

Height: \_\_\_\_\_ ft. \_\_\_\_\_ in.      Weight: \_\_\_\_\_ lbs.      Sex:  Male  Female

Primary Care Physician: \_\_\_\_\_ Other Physician(s): \_\_\_\_\_

Please list any **medical problems** you have had:

\_\_\_\_\_

Please list any **SURGERIES** you have had:

\_\_\_\_\_

Medications (prescription and over the counter), vitamins and herbal supplements:

\_\_\_\_\_

Do you take aspirin or blood thinning medication?  Yes  No

Do you smoke or use tobacco?  Yes  No      If yes, how much? \_\_\_\_\_

Do you consume alcohol?  Yes  No      If yes, how much? \_\_\_\_\_

Have you used any recreational drugs in the last few months?  Yes  No

Are you pregnant or breastfeeding?  Yes  No

Do you have any allergies?  Yes  No      If yes, please list: \_\_\_\_\_

Please check the boxes below if you have ever had any of the following:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Asthma            | <input type="checkbox"/> Thyroid problems | <input type="checkbox"/> Jaundice            |
| <input type="checkbox"/> Heart disease     | <input type="checkbox"/> Stroke           | <input type="checkbox"/> Shortness of breath |
| <input type="checkbox"/> Cancer            | <input type="checkbox"/> Glaucoma         | <input type="checkbox"/> Severe headaches    |
| <input type="checkbox"/> Liver problems    | <input type="checkbox"/> Hernia           | <input type="checkbox"/> Urinary difficulty  |
| <input type="checkbox"/> Bleeding problems | <input type="checkbox"/> Seizures         | <input type="checkbox"/> Swelling of legs    |
| <input type="checkbox"/> Blood clots       | <input type="checkbox"/> Diabetes         | <input type="checkbox"/> Other: _____        |

# *Affiliates in Plastic Surgery*

## AUTHORIZATION FOR TREATMENT AND ASSIGNMENT OF BENEFITS

**CONSENT FOR TREATMENT:** By this document, I do hereby request and authorize AIPS (Affiliates in Plastic Surgery), its medical practices and providers to perform evaluation, treatment services and procedures as necessary in accordance with the judgment of the attending medical practitioner(s). I acknowledge that no guarantee can be made by anyone concerning the results of treatments, examinations or procedures.

**INSURANCE AUTHORIZATION AND ASSIGNMENT:** I request that payment of authorized medical benefits is made on my behalf directly to AIPS for service(s) furnished to me. I authorize AIPS to release any medical information to my health insurance carrier and/or its legitimate agents that is necessary to process related health insurance claims and/or to verify plan benefits in accordance with HIPAA health information standards. I authorize payment of service(s), otherwise payable to me under the terms of my private, group employer's or group health insurance plan, directly to AIPS. I hereby authorize that photocopies of this form to be valid as the original. I authorize AIPS and/or its legitimate agents to act on my behalf in requesting and filing an appeal regarding the rejection/denial medical services rendered. I acknowledge I am responsible for all charges for services provided which are not covered by my health insurance carrier or for which I am responsible for payment under my health insurance plan including (but not limited to) co-pays, co-insurances and deductibles. I also understand and acknowledge that in the case of out of network services, there may be reduced benefits and I may be required to pay a larger co-payment, coinsurance or other charge(s), and in the event my insurance plan does not reimburse these services provided to me, I will be responsible for any remaining balance.

**PHOTOGRAPHIC CONSENT:** I consent to the taking of photographs or video of me or parts of my body in connection with the plastic surgery procedure(s) intended or performed. I understand that such photographs, videos or case histories may be published in print, visual or electronic media for the purpose of informing the medical profession or the general public about plastic surgery methods. I understand that in some circumstances these may portray features that shall make my identity recognizable. I understand that I have the right to revoke this authorization in writing at any time and that refusal to sign will have no effect on my medical treatment. I release and discharge Affiliates in Plastic Surgery, LLC. from all rights that I may have in the photographs, video, or case histories and from any claim that I may have relating to such use in publication.

**INJECTABLE FEES:** Fees for in-office treatments such as Botox®, Dysport®, Restylane®, Juvederm®, and chemical peels, and other similar procedures are payable in full at the time of your appointment and are non-refundable. We do not accept pos-dated checks.

**SURGICAL FEES:** For cosmetic procedures, a 50% deposit of the physician's fee is due at the time of scheduling surgery. The remaining 50% is due two weeks prior to the procedure. If fees are not provided 5 business days before the scheduled procedure the surgery will be cancelled.

**CANCELLATION/NO-SHOW FOR SURGERY:** Due to the large block of time reserved for a procedure, last minute cancellations can create access-to-care problems, as well as, significant expenses for the office. If you need to cancel your surgery, please notify our office at least 10 days in advance. If you fail to do so, you will be charged a \$250 administrative fee. This fee is not covered by your insurance and must be paid in full prior to rescheduling your procedure. We understand extenuating circumstances may arise. Fees in this instance may be waived subject to management approval.

We accept Visa, MasterCard, American Express, Discover, Debit, Cash and Check. Checks returned for insufficient funds (NSF) will incur a \$50 charge (cash only). Payment must be made within 2 business days. We do not accept post-dated checks.

**RELEASE OF INFORMATION:** I authorize the use or disclosure of my protected health information to the below individual or entity. This authorization will expire one (1) year from the date inscribed on this form.

**I certify that I have read and understand the above statements, that all of my questions have been answered to my satisfaction, and that I agree with each statement above.**

\_\_\_\_\_  
Signature of Patient or Parent/Legal Guardian/Authorized Representative

\_\_\_\_\_  
Date