

North Texas Rheumatology, PA

Dear Patient,

We are delighted that you have chosen our practice for your care, and we look forward to your visit.

Please arrive at least 30 minutes prior to your appointment time to allow us sufficient time to process your paperwork. For future follow up appointments, please arrive 15 minutes prior to your appointment time.

To expedite our check in process, please complete the enclosed paperwork prior to your appointment. When you arrive at our office, please present your completed paperwork, photo ID, and your insurance cards.

If your insurance plan requires a referral, it is your responsibility to contact your primary care provider and ensure they have forwarded our office a valid referral. We may not be able to see you if a referral is not on file with our office by your scheduled appointment date.

For your convenience on any money due, we accept cash, personal checks, Master Card, Visa, American Express, and Discover Card.

For more information, please visit us at www.northtexasrheumatology.com

North Texas Rheumatology, PA

Notice of Privacy Practices

As Required by the Privacy Regulations created as a result of the Health Insurance Portability and Accountability Act of 1996 (HIPPA)

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION.

PLEASE REVIEW IT CAREFULLY.

A. Your Rights

When it comes to your health information, you have certain rights. This section explains your rights and some of our responsibilities to help you.

Get an electronic or paper copy of your medical record

- ❖ You can ask to see or get an electronic or paper copy of your medical record and other health information we have about you. This can be done by requesting our office in writing and signing a release of information form.
- ❖ We will provide a copy or a summary of your health information, usually within 30 days of your request. We may charge a reasonable, cost-based fee.

Choose someone to act for you

- ❖ If you have appointed someone as your Legal Representative or if someone is your legal guardian, that person can exercise your rights and make choices about your health information.
- ❖ We will ask to see the certified copy of the order of appointment.

File a complaint if you feel your rights are violated

- ❖ You can complain if you feel we have violated your rights by contacting our office in writing.
- ❖ We will not retaliate against you for filing a complaint.

B. Your Choices

For certain health information, you can tell us your choices. If you have a clear preference for how we share your information, talk to us. Tell us what you want us to do, and we will follow your instructions. In these cases, you have both the right and choice to designate who we can share your information with.

Example: Family, close friends, or others involved in your care.

Our Uses and Disclosures

How do we typically use or share your health information?

We typically use or share your health information in the following ways:

Treat you

We can use your health information and share it with other medical professionals related to your care.

Example: A doctor treating you for an injury asks another doctor about your overall health condition.

Run our organization

We can use and share your health information to run our practice, improve your care, and contact you when necessary.

Example: We use health information about you to manage your treatment and services.

Example: Appointment reminders

Bill for your services

We can use and share your health information to bill and get payment from health plans or other entities.

Example: We give information about you to your health insurance plan so it will pay for your services

Our Responsibilities

- ❖ We are required by law to maintain the privacy and security of your protected health information.
- ❖ We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- ❖ We must follow the duties and privacy practices described in this notice and give you a copy of it.
- ❖ We will not use or share your information other than as described here unless you tell us we can in writing.

For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/noticepp.html.

Changes to the Terms of this Notice We can change the terms of this notice, and the changes will apply to all information we have about you. The new notice will be available upon request, in our office, and on our web site at www.northtexasrheumatology.com

North Texas Rheumatology, PA

Patient & Guarantor Responsibilities Insurance Disclaimer

I (name of patient/guarantor) _____ understand that if my insurance does not pay for my office visit or any other services performed for any reason, I remain fully responsible to pay for all services provided. It is the patient/guarantor's responsibility to understand how their insurance coverage works.

Initial here: _____

___ It is the patient/guarantor's responsibility to determine if their provider/practice is IN or OUT of network with their insurance by calling their insurance company. Patient/guarantor is still responsible to pay for all services rendered even if the provider/practice is OUT of network or services are non-covered.

___ It is the patient/guarantor's responsibility to update our office every time their insurance coverage changes, lapses, or terminates prior to any services rendered.

___ The Patient/Guarantor understands that private pay fees or any fees separate from insurance are subject to change without notice.

By signing below, I hereby acknowledge that I have read, understood, and agree to all the above Patient/Guarantor responsibilities, Insurance Disclaimer & Private Pay policies of North Texas Rheumatology PA

Patient Signature: _____

Date: _____

Cancellation/No Show Policy

A “no-show” is someone who misses an appointment without notifying the office a minimum of one business day prior. A failure to be present at the time of a scheduled appointment will be recorded in your medical record as a “no-show”. A total of 2 “no-show” appointments within the past 12 months, may result in being discharged from the practice.

Patients are expected to keep their scheduled appointments. In order to be respectful of the medical needs of other patients, please be courteous and call the office promptly if you are unable to show up for a scheduled appointment. If you need to cancel or reschedule your appointment, please contact our office at 469-916-0677 no later than 24 hours prior to your appointment time or you will be charged a \$50 no show fee.

Exception: Notification for Monday appointments should be given no later than 12:00 pm on the Friday before your appointment).

North Texas Rheumatology, PA

8220 Walnut Hill Lane, Suite 414; Dallas, TX 75231

Phone: 469-916-0677; Fax: 214-716-5283

www.northtexasrheumatology.com

New Insurance

Today, _____ I am presenting new insurance for my appointment with Dr. _____ at North Texas Rheumatology. I understand that it is my responsibility to ensure that a valid referral if one is required has been submitted to my insurance by my current PCP for today's visit.

If a referral has not been obtained, I will be responsible for all charges incurred at today's visit, including labs and x-rays.

Patients signature

Date

Witness

Date

North Texas Rheumatology, PA

Name _____ Cell # _____
E-Mail _____ DOB _____

Receipt of Notice of Privacy Practices

I, _____, have received a copy of North Texas Rheumatology. Notice of Privacy Practices.

Patient Signature

Patient Request Regarding Health Information Release (Friends/Family only – Not physicians)

Who to Contact

By completing and signing this document I hereby give permission to North Texas Rheumatology to disclose as well as discuss any Protected Health Information related to my medical condition(s) with the following people:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

☐ I do not wish to give access to my Protected Health Information to anyone besides myself regarding my medical condition

How to Contact

Note that you are responsible for any charges incurred in receiving our communications.

Alternate Form of Communication:

Patient Signature

Date

North Texas Rheumatology, PA

Legal Representative

If the patient has a legal representative who will be signing these forms for them please fill out the information below.

Legal Representative Name

Legal Representative Signature

Legal Representative E-Mail

Legal Representative Cellphone #

North Texas Rheumatology, PA

Receipts of Cancellation Policy

I have received and understand the North Texas Rheumatology, PA policy and definitions regarding cancellations. _____ (*initials*)

Insurance Authorization

I hereby authorize any and all insurance benefits be paid directly to the physician and acknowledge that I am financially responsible for any unpaid balance. I understand that if my account should be turned over to a collection agency that I will be responsible for any fees incurred, up to and including 35% of the unpaid balance. I also authorize the physician to release any information required by my insurance company. _____ (*initials*)

Consent to Obtain External Prescription History

I authorize North Texas Rheumatology, PA and its providers to view my external prescription history via the RxHub service. I understand that prescription history from multiple other unaffiliated medical providers, insurance companies, and pharmacy benefit manager may be viewable by my providers and staff here, and it may include prescriptions back in time for several years. _____ (*initials*)

General Authorization for Treatment

I authorize physicians, nurse practitioners and/or physician assistants of North Texas Rheumatology, PA who attend to me, their assistants, including those employed by North Texas Rheumatology, PA to provide the medical care, tests, procedures, drugs, blood and blood products, services and supplies considered advisable by my provider. These services may include pathology, radiology, emergency services and other special services ordered by my provider. In consenting to treatment, I have not relied on any statements as to results. I further authorize my provider to examine, use, store, and/or dispose of in any manner any tissue, fluids or parts removed from my body. In the event that any personnel assisting in the provision of care and treatment suffer inadvertent exposure to any of my blood and/or other bodily substance that are capable of transmitting disease and I am unable to consult timely with my physicians prior to testing, I consent to limited testing to determine the presence, if any, of antibodies to hepatitis A, B, and C and HIV. _____ (*initials*)

Additional Treatment Opportunities

The doctors at North Texas Rheumatology, PA are involved in research that is designed to lead to better treatments for the types of medical problems experienced by the people who come to this clinic. As such, if they feel there is an opportunity that would be medically appropriate for you, you may be contacted by a qualified professional on their staff.

Patient Signature: _____ Date: _____

North Texas Rheumatology, PA

Patient History Form

Date of first appointment: _____ / _____ / _____ Time of appointment: _____ Birthplace: _____
MONTH DAY YEAR

Name: _____ Birthdate: _____ / _____ / _____
LAST FIRST MIDDLE INITIAL MAIDEN MONTH DAY YEAR

Address: _____ Age: _____ Sex: ☐ F ☐ M
STREET APT#

CITY STATE ZIP Telephone: Home (_____) _____
 Work (_____) _____

Referred here by: (check one) ☐ Self ☐ Family ☐ Friend ☐ Doctor ☐ Other Health Professional

Name of person making referral: _____

The name of the physician providing your primary medical care: _____

Do you have an orthopedic surgeon? ☐ Yes ☐ No If yes, Name: _____

Describe briefly your present symptoms: _____

Date symptoms began (approximate): _____

Previous treatment for this problem (include physical therapy, surgery and injections; medications to be listed later)

Please list the names of other practitioners you have seen for this problem:

 Diagnosis given: _____

Please indicate all the locations of your pain **over the past week** on the **body figures and hands**.

Example:

RHEUMATIC DISEASE (ARTHRITIS) HISTORY

At any time have you or a blood relative had any of the following? (check if "yes")

Yourselves		Relative Name/Relationship	Yourselves		Relative Name/Relationship
	Arthritis (unknown type)			Lupus or "SLE"	
	Osteoarthritis			Rheumatoid Arthritis	
	Gout			Ankylosing Spondylitis	
	Childhood arthritis			Osteoporosis	
	Fibromyalgia			Chronic fatigue syndrome	
Other arthritis conditions:					

REVIEW OF SYSTEMS

As you review the following list, please check any of those problems which have significantly affected you.

Musculoskeletal

- ☐ Morning stiffness

Lasting how long?

_____ Minutes _____ Hours

- ☐ Joint pain
☐ Joint swelling

List joints affected in the last 6 mos.

- ☐ Muscle weakness
☐ Muscle tenderness

Constitutional

- ☐ Generalized weakness
☐ Fatigue
☐ Fever or chills
☐ Night sweats
☐ Recent weight loss

amount _____

- ☐ Recent weight gain
amount _____

Eyes

- ☐ Loss of vision
☐ Double or blurred vision
☐ Redness
☐ Pain
☐ Dryness
☐ Feels like something in the eye
☐ Itching eyes

Dermatology

- ☐ Thickness
☐ Tightness
☐ Rash
☐ Unexpected hair loss
☐ Sun sensitive (sun allergy)
☐ Redness
☐ Hives
☐ Nodules/bumps
☐ Nail pits

Psychiatric

- ☐ Excessive worries
☐ Anxiety
☐ Panic attacks
☐ Easily losing temper
☐ Depression
☐ Agitation
☐ Difficulty falling asleep
☐ Difficulty staying asleep

Gastrointestinal

- ☐ Nausea
☐ Vomiting
☐ Abdominal pain
☐ Heartburn
☐ Diarrhea
☐ Mucus in stools
☐ Unusual constipation
☐ Blood in stools
☐ Black/tarry stools

Genitourinary

- ☐ Difficulty urinating
☐ Blood in urine
☐ Pain or burning on urination
☐ Pus in urine
☐ Cloudy urine
☐ Sexual difficulties
☐ Genital rash/ulcers

For Women Only:

- ☐ Vaginal dryness
☐ Vaginal discharge

Date of last period? ____ / ____ / ____

Number of pregnancies? _____

Number of miscarriages? _____

For Men Only:

- ☐ Discharge from penis
☐ Prostate trouble

Respiratory

- ☐ Shortness of breath
☐ Cough
☐ Difficulty breathing at night
☐ Coughing of blood
☐ Wheezing (asthma)

Neurological System

- ☐ Numbness or tingling in hands
☐ Numbness or tingling in feet
☐ Headaches
☐ Dizziness
☐ Fainting
☐ Muscle spasm
☐ Cramping in legs at night
☐ Memory loss

Endocrine

- ☐ Excessive thirst

Hematologic/Lymphatic

- ☐ Blood clot in artery, vein, or lung
☐ Bleeding tendency
☐ Enlarged lymph nodes
☐ Anemia
☐ Transfusion/when _____

Allergic/Immunologic

- ☐ Frequent sneezing
☐ Increased susceptibility to infection

Ears-Nose-Mouth-Throat

- ☐ Dryness of mouth
☐ Sinus pain
☐ Difficulty swallowing
☐ Sores in mouth
☐ Ringing in ears
☐ Loss of hearing
☐ Nosebleeds
☐ Loss of smell
☐ Bleeding gums
☐ Loss of taste
☐ Frequent sore throats
☐ Hoarseness

Cardiovascular

- ☐ Chest pain
☐ Difficulty in breathing at night
☐ Cramping in calves when walking
☐ Swollen legs or feet
☐ Color changes of hands in the cold
☐ Irregular heart beat
☐ Sudden changes in heart beat
☐ Heart murmurs

Please state the date of your last:

Bone Densitometry ____ / ____ / ____

Mammogram ____ / ____ / ____

Eye exam ____ / ____ / ____

Chest x-ray ____ / ____ / ____

Tuberculosis Test ____ / ____ / ____

Flu Vaccine ____ / ____ / ____

Pneumonia Vaccine ____ / ____ / ____

Tetanus Vaccine ____ / ____ / ____

Shingles Vaccine ____ / ____ / ____

Hepatitis B Vaccine ____ / ____ / ____

YOUR PAST MEDICAL HISTORY: Have **YOU** ever been diagnosed with any of the following diseases?

- | | | | | | |
|---|--|--|--|---|--------------------------------------|
| ☐ Cancer/Leukemia/Lymphoma | ☐ Heart Disease | ☐ Diabetes | ☐ High blood pressure | ☐ High Cholesterol | ☐ Stroke |
| ☐ Emphysema/COPD/Asthma | ☐ Kidney disease | ☐ Thyroid disease | ☐ Jaundice/Hepatitis | ☐ Tuberculosis | ☐ Pneumonia |
| ☐ HIV/ AIDS | ☐ Headaches/Migraines | ☐ Depression | ☐ Nervous Breakdown | ☐ Glaucoma | ☐ Anemia |
| ☐ Rheumatic Fever | ☐ Epilepsy | ☐ Psoriasis | ☐ Colitis | ☐ Iritis/Uveitis | ☐ Sarcoidosis |

Other significant illness (not listed above): _____

Previous Operations/ Surgical History

Type	Year	Reason
1.		
2.		
3.		
4.		
5.		
6.		
7.		

Any previous fractures? ☐ No ☐ Yes Describe: _____

Any other serious injuries? ☐ No ☐ Yes Describe: _____

FAMILY HISTORY:

IF LIVING		IF DECEASED	
Year of Birth	Health	Age at Death	Cause
Father			
Mother			

Number of sisters _____ Number living _____ Number deceased _____ Number of brothers _____ Number living _____ Number deceased _____

Number of daughters _____ Number living _____ Number deceased _____ Number of sons _____ Number living _____ Number deceased _____

Health of children: _____

Do you know of any close blood relative (parent, sibling or child) who has or had: (check and give relationship)

- | | | | |
|---|--|--|---|
| ☐ Cancer _____ | ☐ Heart disease _____ | ☐ Rheumatic fever _____ | ☐ Tuberculosis _____ |
| ☐ Leukemia _____ | ☐ High blood pressure _____ | ☐ Epilepsy _____ | ☐ Diabetes _____ |
| ☐ Stroke _____ | ☐ Bleeding tendency _____ | ☐ Asthma _____ | ☐ Goiter _____ |
| ☐ Colitis _____ | ☐ Alcoholism _____ | ☐ Psoriasis _____ | |

SOCIAL HISTORY:

Marital Status: ☐ Never Married ☐ Married ☐ Divorced ☐ Separated ☐ Widowed

Spouse/Significant Other: ☐ Alive/Age _____ ☐ Deceased/Age _____ Major Illnesses _____

How many people in household? _____ Relationship and age of each _____

Education (circle highest level attended):

Grade School 7 8 9 10 11 12 College 1 2 3 4 Graduate School _____

Occupation _____ Number of hours worked/average per week _____

Do you drink caffeinated beverage? ☐ No ☐ Yes Cups/glasses per day? _____

Do you smoke? ☐ No ☐ Yes Amount per day _____ ☐ Previous smoker? How long ago? _____

Do you drink alcohol? ☐ No ☐ Yes Number per week _____ Has anyone ever told you to cut down on your drinking? ☐ No ☐ Yes

Recreational drug use? ☐ No ☐ Yes If yes please list _____

Do you exercise regularly? ☐ No ☐ Yes Frequency _____ Please describe _____

MEDICATIONS
Drug allergies: ☐ No ☐ Yes To what? _____

Type of reaction: _____

PRESENT MEDICATIONS (List any medications you are taking. **INCLUDE** Over the Counter Medications as well, such items as aspirin, vitamins, laxatives, calcium and other supplements, etc.)

Name of Drug	Dose (include strength & number of pills per day)	How long have you taken this medication	Please check: Helped?		
			A Lot	Some	Not At All
1.			☐	☐	☐
2.			☐	☐	☐
3.			☐	☐	☐
4.			☐	☐	☐
5.			☐	☐	☐
6.			☐	☐	☐
7.			☐	☐	☐
8.			☐	☐	☐
9.			☐	☐	☐
10.			☐	☐	☐

PAST MEDICATIONS Please review this list of "arthritis" medications. As accurately as possible, try to remember which medications you have taken, **how long** you were taking the medication, the **results** of taking the medication and list any **reactions** you may have had. Record your comments in the spaces provided.

Drug names/Dosage	Length of time	Please check: Helped?			Reactions
		A Lot	Some	Not At All	
Non-Steroidal Anti-Inflammatory Drugs (NSAIDs)					
Ansaid (flurbiprofen)		☐	☐	☐	
Arthrotec (diclofenac + misoprostil)		☐	☐	☐	
Aspirin (including coated aspirin)		☐	☐	☐	
Celebrex (celecoxib)		☐	☐	☐	
Daypro (oxaprozin)		☐	☐	☐	
Dolobid (diflunisal)		☐	☐	☐	
Feldene (piroxicam)		☐	☐	☐	
Indocin (indomethacin)		☐	☐	☐	
Lodine (etodolac)		☐	☐	☐	
Mobic (meloxicam)		☐	☐	☐	
Motrin (ibuprofen)		☐	☐	☐	
Naprosyn (naproxen)		☐	☐	☐	
Oruvail (ketoprofen)		☐	☐	☐	
Voltaren (diclofenac)		☐	☐	☐	
Other _____		☐	☐	☐	
Pain Relievers					
Acetaminophen (Tylenol)		☐	☐	☐	
Codeine (Tylenol 3)		☐	☐	☐	
Hydrocodone (Vicodin, Lortab, Norco)		☐	☐	☐	
Ultram/Ultracet (tramadol)		☐	☐	☐	
Corticosteroids					
Decadron (dexamethasone)		☐	☐	☐	
Medrol dose pack (methylprednisolone)		☐	☐	☐	
Prednisone		☐	☐	☐	
Cortisone injection (where) _____		☐	☐	☐	
Disease Modifying Antirheumatic Drugs (DMARDS)					
Arava (leflunomide)		☐	☐	☐	
Atabrine (quinacrine)		☐	☐	☐	
Azulfidine (sulfasalazine)		☐	☐	☐	
CellCept (mycophenolate mofetil)		☐	☐	☐	

DMARDS - Continued					
Cytosan (cyclophosphamide)		☐	☐	☐	
Imuran (azathioprine)		☐	☐	☐	
Methotrexate (rheumatrex)		☐	☐	☐	
Neoral or Sandimmune (Cyclosporine A)		☐	☐	☐	
Plaquenil (hydroxychloroquine)		☐	☐	☐	
Biologics					
Actemra (tocilizumab)		☐	☐	☐	
Cimzia (certolizumab)		☐	☐	☐	
Enbrel (etanercept)		☐	☐	☐	
Humira (adalimumab)		☐	☐	☐	
Kineret (anakinra)		☐	☐	☐	
Orencia (abatacept)		☐	☐	☐	
Remicade (Infliximab)		☐	☐	☐	
Rituxan (rituximab):		☐	☐	☐	
Simponi (golimumab)		☐	☐	☐	
Osteoporosis Medications					
Actonel (risedronate)		☐	☐	☐	
Boniva (ibandronate)		☐	☐	☐	
Estrogen (Premarin, etc.)		☐	☐	☐	
Evista (raloxifene)		☐	☐	☐	
Forteo (teriparatide)		☐	☐	☐	
Fosamax (alendronate)		☐	☐	☐	
Miacalcin nasal spray (calcitonin)		☐	☐	☐	
Prolia (denosumab)		☐	☐	☐	
Reclast (zoledronic acid)		☐	☐	☐	
Gout Medications					
Zyloprim (allopurinol)		☐	☐	☐	
Colcrys (colchicine)		☐	☐	☐	
Benemid (probenecid)		☐	☐	☐	
Uloric (febuxostat)		☐	☐	☐	
Krystexxa (pegloticase)		☐	☐	☐	
Others					
Hyalgan/Synvisc/Orthovisc/Euflexxa injections		☐	☐	☐	
Cymbalta (duloxetine)		☐	☐	☐	
Lyrica (pregabalin)		☐	☐	☐	
Neurontin (gabapentin)		☐	☐	☐	
Savella (milnacipran)		☐	☐	☐	
Muscle Relaxers		☐	☐	☐	
Sleep Medication		☐	☐	☐	
Other anti-depressants:					

Have you participated in any clinical trials for new medications? ☐ Yes ☐ No If yes, list:

--

Who does most of the housework? _____ Who does most of the shopping? _____ Who does most of the yard work? _____

UNABLE
to do

- NONE AS BAD AS IT COULD BE